

MINUTES  
MISSION BEND MUNICIPAL UTILITY DISTRICT NO. 2

March 15, 2022

The Board of Directors (the "Board") of Mission Bend Municipal Utility District No. 2 (the "District") met in regular session, open to the public, at the offices of Allen Boone Humphries Robinson LLP, 3200 Southwest Freeway, Suite 2400, Houston, Texas 77027, outside the boundaries of the District, with supplemental access by teleconference available to the public, on the 15<sup>th</sup> day of March, 2022, and the roll was called of the members of the Board being present:

Judy Villagomez	President
Mary Bertrand	Vice President
Susan Land Johnson	Assistant Vice President
Marlene Weppler	Secretary
Brenda S. Whitehead	Assistant Secretary

and all of the above were present, thus constituting a quorum.

Also attending in person were Deputy Charles Hill and Deputy Nakeitha Dussette of the Harris County Sheriff's Office ("HCSO"); Susan Cita of TBG Partners ("TBG"); Vicki Busboom of VLB Bookkeeping Services; Lina Loaiza of Bob Leared Interests; Carlous Smith of Si Environmental, LLC ("Si"); Angie Hartwell of Touchstone District Services ("Touchstone"); Jacob Floyd of Langford Engineering, Inc. ("LEI"); Linda Hubble of Public Finance Group, LLC ("PFG"); Leroy Eaglin, resident of the District; and Christina Miller and Aidé Meza of Allen Boone Humphries Robinson LLP ("ABHR").

Due to the COVID-19 virus epidemic emergency and the high threat level warnings issued by various governments and agencies, the District established a telephone option for District consultants and members of the public to listen to the meeting and to address the Board. There were no participants via teleconference.

PUBLIC COMMENTS

Director Villagomez offered any members of the public attending the meeting in person or by telephone the opportunity to make public comment. Mr. Eaglin addressed the Board and stated he is honored to become a member of the Board at the May 17, 2022, regular Board meeting. There being no additional members of the public requesting to make public comment, Director Villagomez moved to the next agenda item.

## MINUTES

The Board considered approving the minutes of the February 14, 2022 (Chelford), February 15, 2022 (Regular), and March 1, 2022 (Greenbelt) meetings. Following review and discussion, Director Whitehead moved to approve the February 14, 2022 (Chelford), February 15, 2022 (Regular), and March 1, 2022 (Greenbelt) minutes, as presented. Director Wepler seconded the motion, which passed unanimously, with all directors voting "yea."

## 2022 DIRECTORS ELECTION

### CERTIFICATE DECLARING UNOPPOSED STATUS OF CANDIDATES FOR ELECTION TO THE BOARD OF DIRECTORS

Ms. Miller discussed procedures related to the 2022 Directors Election. She presented a Certificate Declaring Unopposed Status of Candidates for Election to the Board of Directors executed by the Board Secretary stating that the District received two candidate applications for the two director positions for the May 7, 2022, Directors Election.

### ORDER CANCELLING ELECTION AND DECLARING UNOPPOSED CANDIDATES ELECTED TO OFFICE

Ms. Miller presented and reviewed an Order Cancelling Election and Declaring Unopposed Candidates Elected to Office (the "Order Cancelling") stating that the May 7, 2022, Directors Election is cancelled and that the unopposed candidates, Susan Land Johnson and Leroy Eaglin, are declared elected to office to serve from the May 7, 2022, election until the May 2, 2026, Directors Election. She reviewed the posting requirements for the Order Cancelling.

### CANCELLATION OF COUNTY CONTRACT FOR ELECTION SERVICES

Ms. Miller discussed that the Board had previously approved entering into a contract with Harris County (the "County") to administer the District's 2022 Directors Election. The Board considered cancelling the County contract.

Following review and discussion, Director Bertrand moved to: (1) accept the Certificate Declaring Unopposed Status of Candidates for Election to the Board of Directors and direct that it be filed appropriately and retained in the District's official records; (2) adopt the Order Cancelling, authorize the Secretary's agent to post the Order Cancelling, as required, and direct that it be filed appropriately and retained in the District's official records; and (3) cancel the contract with the County for election services for the May 7, 2022, Directors Election. Director Whitehead seconded the motion, which passed unanimously, with all directors voting "yea."

## SECURITY SERVICES MATTERS

### REPORT FROM HCSO

Deputy Hill reported on recent criminal activity in the District, including an increase in incidents during the week of Spring Break. Deputy Hill stated that the Mission Bend Greenbelt Trail (the "Trail") project and Magnolia Park have been monitored closely during the previous month. Following discussion, there was no action on this matter.

### UPDATE ON APPROVAL OF SIGNS PROHIBITING COMMERCIAL VEHICLES FROM PARKING OVERNIGHT

The Board discussed the ongoing efforts to obtain approval from the County for the installation of signs prohibiting commercial vehicles from parking in Altamira overnight. Deputy Hill stated that the issue has been addressed with the County Sheriff and he reported that signs prohibiting overnight parking have been installed along Tres Lagunas Drive and Auto Park Way. Deputy Hill stated that installation of additional signs along Mission Bell Drive will continue, contingent upon approval at the County Commissioner's Court meeting scheduled for March 23, 2022. The Board expressed its appreciation to Deputy Hill for facilitating approval of the installation of the signs. Following discussion, there was no action on this matter.

## FINANCIAL AND BOOKKEEPING MATTERS

Ms. Busboom presented and reviewed the bookkeeping report, including the investment report, the budget comparison, and the list of checks for the Board's approval. A copy of the bookkeeping report, including the investment report and budget comparison, is attached. Ms. Busboom reported on an additional check this month to Alsay Water, Inc. ("Alsay") in the amount of approximately \$131,717.00, for the previously approved emergency repair work at water well no. 1. Director Whitehead discussed Chelford City Regional Wastewater Treatment Plant ("Chelford") Amended Rate Order matters, including the possibility of Chelford adjusting their wastewater rates. Ms. Miller stated the Amended Rate Order will be discussed under a separate agenda item. Following review and discussion, Director Bertrand moved to approve the bookkeeping report, the checks presented for payment, including the check to Alsay, and the investment report. Director Weppler seconded the motion, which passed unanimously, with all directors voting "yea."

## ANNUAL REPORT AND FILING IN ACCORDANCE WITH SEC RULE 15C2-12

The Board considered approving an Annual Report containing updated financial and operating data to be filed with the Municipal Securities Rulemaking Board through

the Electronic Municipal Market Access System (“EMMA”) in accordance with the continuing disclosure provisions contained in the District’s bond resolutions.

Following review and discussion, Director Bertrand moved to: (1) approve the Annual Report, subject to finalization; (2) authorize the attorney to submit the District’s updated financial and operating data in compliance with the continuing disclosure provisions contained in the bond resolution through EMMA; and (3) direct that the Annual Report be filed appropriately and retained in the District’s official records. Director Wepler seconded the motion, which passed unanimously, with all directors voting “yea.”

#### ANNUAL REVIEW OF PROCEDURES FOR CONTINUING DISCLOSURE COMPLIANCE

The Board reviewed the District’s procedures for continuing disclosure compliance. Ms. Miller stated that no changes are recommended at this time. Following discussion, there was no action on this matter.

#### TAX ASSESSMENT AND COLLECTIONS MATTERS

Ms. Loaiza presented and reviewed the monthly tax report, a copy of which is attached, reflecting that 97.9% of the District’s 2021 taxes were collected as of the end of February 2022. Ms. Loaiza reported on check no. 1034 in the amount of \$16,482.80, to Guardian FP, LLC and check no. 1037 in the amount of \$45,018.75, to Rama Elite, LLC for tax value reduction refunds. Following review and discussion, Director Wepler moved to approve the tax report and payment of the checks drawn on the District’s tax account, including check no. 1034 and check no. 1037, as presented. Director Whitehead seconded the motion, which passed unanimously, with all directors voting “yea.”

#### CHELFORD CITY REGIONAL WASTEWATER TREATMENT PLANT MATTERS

The Board discussed Chelford matters, including the previously presented report reflecting three commercial locations within the District where chemical levels were higher than the normal range amount. Mr. Floyd stated that the three commercial dry-cleaning locations are now in compliance with the current Second Amended Order Establishing Rules and Regulations Concerning Residential and Nonresidential Wastes (the “Order Establishing Rules for Wastes”). Mr. Floyd reported on two different commercial locations within the District where chemical levels were reported as higher than the normal within the previous month. He stated that these locations are a Super S gas station and an H-E-B gas station, and that LEI will continue to coordinate with Mr. Tanny Busby of Envirodyne Laboratories, Inc. to conduct retesting at the sites. The Board discussed additional Shell food mart and gas station locations where chemical levels were reported as higher than the normal amount. Mr. Floyd reviewed the additional Shell locations and determined that they are outside the District. Following discussion, there was no action on this matter.

## OPERATION OF DISTRICT FACILITIES

Mr. Smith presented and reviewed the operations report from Si, a copy of which is attached, including routine and preventative maintenance and repairs in the District. Mr. Smith reported that water accountability was 98.44% in the previous month. Mr. Smith reported on the current connections in the District, water production and distribution repairs, tap line repairs, sanitary sewer maintenance, lift station maintenance, and water well maintenance and repairs during the previous month.

### UPDATE ON REPAIR OF WELL MOTOR AT WATER PLANT NO. 2

Mr. Smith updated the Board on the repair of the water well motor at the District's water well no. 2 at water plant no. 2.

### UPDATE ON TELEVISIONING OF GROUND STORAGE TANK AND WATER WELL AT WATER PLANT NO. 1

Mr. Floyd updated the Board on the ground storage tank and water well no. 1 at water plant no. 1. Director Villagomez discussed the details of the check to Alsay for repairs at the ground storage tank and water well no. 1. She inquired about the percentage of the invoice the District pays Si to manage the repair project by Alsay. Mr. Smith confirmed that Si charges the District a 12% markup to oversee and manage the repair project, in accordance with the Professional Service Contract between the District and Si (the "Contract"). Ms. Miller stated that ABHR will review the Contract to ensure the District is following the appropriate payment structure to Alsay and Si.

### HEARING REGARDING TERMINATION OF WATER AND SEWER SERVICE

Mr. Smith presented and reviewed a list of delinquent customers to the Directors and reported the residents on the termination list were delinquent in payment of their water and sewer bills and were given written notification, in accordance with the District's Rate Order, prior to the meeting of the opportunity to appear before the Board of Directors to explain, contest, or correct their bills and to show why utility services should not be terminated for reason of non-payment. Mr. Smith reviewed the timeline of the delinquencies, including the date of notice letters, door hangers, and scheduled terminations.

Director Weppler inquired about certain high amount delinquent accounts. Director Johnson requested the Board consider directing Si to reach out to the residents at 6302 Vista Camino Drive regarding the appearance of a leak along their water line. Director Bertrand reported on a broken fire hydrant in the District. Mr. Smith confirmed that Si has responded to the report of the broken fire hydrant.

Following review and discussion, and based upon the operator's recommendation, Director Bertrand moved to: (1) approve the operations report, as presented; (2) authorize termination of delinquent accounts in accordance with the District's Rate Order and direct that the delinquent customer list be filed appropriately and retained in the District's official records; (3) direct Si to reach out to the residents at 6302 Vista Camino Drive regarding the appearance of a leak along their water line; and (4) direct ABHR to review the Contract and confirm the District is following the appropriate payment structure to Alsay and Si for the ground storage tank and water well no. 1 repair project. Director Weppler seconded the motion, which passed unanimously, with all directors voting "yea."

#### AMENDED RATE ORDER

Ms. Miller presented and reviewed proposed changes to the District's Amended Rate Order which incorporate revisions to the current Order Establishing Rules for Wastes. She stated that the changes reflect updated standards for volatile organic compound testing requirements. Ms. Miller stated that there may be additional changes to the Amended Rate Order, as discussed at the Chelford meeting. She requested the Board review the proposed changes ahead of the next regular Board meeting. Following review and discussion, the Board concurred unanimously to defer action on this matter.

#### THIRD AMENDED ORDER ESTABLISHING RULES AND REGULATIONS CONCERNING RESIDENTIAL AND NONRESIDENTIAL WASTES

Ms. Miller reviewed a proposed Third Amended Order Establishing Rules for Wastes to match new Chelford and Texas Commission on Environmental Quality ("TCEQ") requirements for testing volatile organic compounds. Ms. Miller requested the Board review the proposed changes to the Third Amended Order Establishing Rules for Wastes ahead of the next regular Board meeting. Following review and discussion, the Board concurred unanimously to defer action on this matter.

#### ANNUAL REVIEW OF DROUGHT CONTINGENCY PLAN

Ms. Miller reported that the District is required to review the District's Drought Contingency Plan annually. Mr. Smith confirmed that no changes are recommended at this time. Following discussion, there was no action on this matter.

#### CRITICAL LOAD SPREADSHEET FOR DISTRICT'S FACILITIES AND ANNUAL FILING

Ms. Miller presented and reviewed the critical load spreadsheet, which had been provided to the District's engineer, operator, and bookkeeper for review. She stated the critical load information on the District's facilities is required to be reviewed at least annually and submitted to the Public Utility Commission, the District's electricity

provider, and other governmental entities, whether or not there are any changes. The District's engineer, operator, and bookkeeper confirmed there are no changes to the critical load spreadsheet at this time. Following review and discussion, Director Bertrand moved to authorize ABHR to file the critical load spreadsheet and direct that it be filed appropriately and retained in the District's official records. Director Whitehead seconded the motion, which passed unanimously, with all directors voting "yea."

#### EMERGENCY PREPAREDNESS PLAN AND FILING OF UPDATES, IF NECESSARY

Ms. Miller reported that the District's engineer and operator have reviewed the current Emergency Preparedness Plan. Mr. Floyd and Mr. Smith confirmed that there are no recommended changes at this time. Mr. Floyd stated that there will be an update next year, upon completion of the permanent generator at the District's water plant. Following discussion, there was no action on this matter.

#### WEST HARRIS COUNTY REGIONAL WATER AUTHORITY ("WHCRWA") MATTERS, INCLUDING CONFLICT WAIVER FOR WATER LINE AND WATER METER EASEMENTS

Ms. Miller reported on WHCRWA matters. She presented and reviewed a conflict waiver related to the representation of both the District and the WHCRWA in connection with proposed water line and water meter easements from the District to WHCRWA. A copy of the conflict waiver is attached. Ms. Miller stated that a similar conflict waiver has been transmitted to the WHCRWA for approval and recommended the Board approve the conflict waiver, as presented. Following review and discussion, Director Bertrand moved to approve execution of the conflict waiver, as presented, and direct that it be retained in the District's official records. Director Whitehead seconded the motion, which passed by a vote of 4 for and 1 abstention, with Directors Villagomez, Bertrand, Whitehead, and Johnson voting for the motion and Director Weppler abstaining from the motion.

#### ENGINEERING MATTERS

Mr. Floyd presented and reviewed the engineering report, a copy of which is attached.

#### UPDATE ON STAND-BY GENERATOR

Mr. Floyd stated there were no updates to the stand-by generator lease agreement with NTS Rentals, LLC.

#### UPDATE ON DESIGN OF PERMANENT GENERATORS

Mr. Floyd updated the Board on the status of design of the permanent generators for the District. He stated that the plans for the generators and for water plant improvements will be submitted for agency review this week.

## UPDATE ON SANITARY SEWER CLEANING AND TELEVISIONING PROJECT

Mr. Floyd updated the Board on the District-wide sanitary sewer cleaning and televising project. He stated that Phase I of the project is complete and that LEI and Si will review the videos for any major problems.

## UPDATE ON 5-YEAR ASSESSMENT PLAN

Mr. Floyd reviewed the previously presented 5-Year Assessment Plan (the "Plan"), a copy of which is attached to the engineer's report. He stated that the Plan has been revised, based upon the Board's previous comments.

## UPDATE ON WATER WELL NO. 1

Mr. Floyd updated the Board on the previously approved additional emergency repair work at water well no. 1, which has been approved by the TCEQ. He reported that the pumping equipment was installed over the week of February 21, 2022, and bacterial testing yielded favorable results. Mr. Floyd stated that the water well has been brought back online.

Mr. Floyd updated the Board on bond application no. 10. He reported that LEI has submitted a hard copy of the bond application to the TCEQ for their records.

Mr. Floyd stated that LEI and Si will continue to coordinate information to resolve the previously discussed TCEQ Notice of Violation for the Comprehensive Compliance Investigation received by the District and dated February 7, 2022.

Mr. Floyd presented and reviewed a follow up request from SKA Consulting, L.P. on behalf of Sage Dulles, Ltd. ("Sage Dulles") requesting the Board consider approving a revised Resolution In Support of the Application of Sage Dulles to the TCEQ for Municipal Setting Designation ("MSD") at 500 Industrial Boulevard, Sugar Land, Fort Bend County, Texas. He reported that the proposed development of the site by Sage Dulles may cause environmental issues; however, the location of the site is not close enough to the District's water wells or water plants to pose an immediate risk to any District facilities. Mr. Floyd stated that, based on his assessment, he recommends that the Board adopt the revised Resolution In Support of the Application of Sage Dulles to the TCEQ for MSD.

Following review and discussion, Director Bertrand moved to: (1) adopt the revised Resolution In Support of the Application of Sage Dulles to the TCEQ for MSD, as discussed; and (2) approve the engineer's report, as presented. Director Whitehead seconded the motion, which passed unanimously, with all directors voting "yea."



## AMENDMENT TO ENGINEERING SERVICES RATES

Mr. Floyd presented and reviewed a copy of LEI's proposed billing rate sheet for 2022, a copy of which is attached, which represents a 6.1% increase from the current standard billing rates to account for labor cost increases since 2020. Following review and discussion, Director Bertrand moved to: (1) approve LEI's proposed billing rate sheet for 2022; and (2) direct that the rate sheet be included in the Agreement for Engineering Services, as discussed, and retained in the District's official records. Director Whitehead seconded the motion, which passed unanimously, with all directors voting "yea."

## SERIES 2022 UNLIMITED TAX BONDS

### APPROVE PRELIMINARY OFFICIAL STATEMENT ("POS") AND OFFICIAL NOTICE OF SALE ("NOS")

Ms. Hubble presented and reviewed with the Board the POS and NOS in connection to the Series 2022 Unlimited Tax Bonds (the "Series 2022 Bonds").

### ENGAGE RATING COMPANY TO PERFORM CREDIT RATING ANALYSIS

The Board considered authorizing Moody's Investors Service ("Moody's") to perform a credit rating analysis for the District's Series 2022 Bonds.

### APPOINT PAYING AGENT/REGISTRAR

The Board considered appointing The Bank of New York Mellon Trust Company, N.A., ("Bank of New York") as the paying agent/registrar for the District's Series 2022 Bonds.

### AUTHORIZE ADVERTISEMENT FOR SALE OF THE SERIES 2022 BONDS AND SCHEDULE BOND SALE

Ms. Miller discussed the timeline for the Series 2022 Bond sale. The Board considered scheduling a special Board meeting on Thursday, April 14, 2022, at 10:30 a.m. to conduct the Series 2022 Bond sale. Ms. Hubble requested authorization to advertise for sale of the Series 2022 Bonds.

Following review and discussion, Director Bertrand moved to: (1) approve the POS and NOS for the Series 2022 Bonds, subject to finalization; (2) authorize Moody's to perform a credit rating analysis for the District's Series 2022 Bonds; (3) appoint Bank of New York as the paying agent/registrar for the Series 2022 Bonds; (4) authorize PFG to advertise for sale of the Series 2022 Bonds; and (5) hold the bond sale at a special meeting on April 14, 2022, at 10:30 a.m. Director Johnson seconded the motion, which passed unanimously, with all directors voting "yea."

## PARK AND RECREATIONAL FACILITY MATTERS

Ms. Miller discussed the Association of Water Board Directors' Emerging Leaders Program (the "Program"), including Ms. Cita's contribution of Magnolia Park case study materials. The Board commended Ms. Cita for her assistance to the Program.

Ms. Cita presented a report regarding the District's parks and recreational facilities, a copy of which is attached.

### MAGNOLIA PARK MAINTENANCE

Ms. Cita reported on pressure washing at Altamira. She stated there are no new invoices for approval this month.

Ms. Cita reported on a column cap at the east corner of Alief Clodine Road and Estrada Drive which has shifted approximately six inches from the edge of the brick column base and needs to be secured. She recommended the Board authorize TBG to coordinate with Fencecrete America, Inc. ("Fencecrete") to present a proposal for repair of the column cap at the next regular Board meeting. Ms. Cita reported that during her site inspection of the column caps, she observed weathering of the pre-cast column caps that were installed with the original fence approximately nine years ago. She recommended the Board authorize TBG to coordinate with Custom Scapes to present a proposal for cleaning of the pre-cast column caps at the next regular Board meeting.

Ms. Cita updated the Board on lighting maintenance and repairs by Express Electrical Services, Inc. ("Express Electrical"). She stated that Express Electrical has performed a lighting maintenance review, including review of the tripped breaker, the possible short in light pole no. 37, and the untapped photocell. She presented and recommended for approval invoice no. 39046 in the amount of \$262.50, for the troubleshooting service call and estimate no. 39047 in the amount of \$4,829.00, for light bulb replacements and pole light repairs as a result of the troubleshooting inspection.

Ms. Cita reported on the general landscape maintenance invoices for Magnolia Park from Custom Scapes that have been authorized for payment by the Board. She presented and reviewed invoice no. 2650 for monthly District landscape maintenance in the amount of \$7,023.75, invoice no. 2647 for monthly maintenance and mowing of Reserve E in Terra Del Sol, Section 7 in the amount of \$600.00, and invoice no. 2648 for facility mowing in the amount of \$434.00, copies of which are attached to the parks and recreational facilities report.

Ms. Cita presented and recommended for approval estimate no. 1453 submitted by Custom Scapes in the amount of \$260.00, for backflow preventor replacement on Mission Bell Drive.

#### PEDESTRIAN BRIDGE PROJECT (THE "BRIDGE")

Mr. Floyd reported on the Bridge replacement project. He presented and recommended for approval Pay Application No. 8 in the amount of \$17,091.86, submitted by D.L. Meacham, LP ("D.L. Meacham"), for work completed through February 16, 2022. Mr. Floyd stated that the previously discussed sidewalk repair will be completed this week. He reported that LEI will schedule a final walk through with D.L. Meacham once the sidewalk repair has been completed. Following review and discussion, and based upon the engineer's recommendation, Director Bertrand moved to approve Pay Application No. 8 in the amount of \$17,091.86, from D.L. Meacham. Director Whitehead seconded the motion, which passed unanimously, with all directors voting "yea."

Ms. Cita updated the Board on the Bridge naming plaque options. She presented and reviewed a revised rendering for discussion and consideration by the Board, a copy of which is attached to the parks and recreational facilities report. The Board discussed the colors of the plaque and Ms. Cita confirmed that the colors will be cream and brown to match the rest of the Bridge. Director Villagomez inquired about the possibility of the plaque being made of stone. Ms. Cita discouraged a stone plaque option due to a large increase in weight unless the plaque is mounted on new columns installed on land outside the Bridge for increased support. Director Bertrand inquired about any graffiti issues with new columns on land. The Board discussed Director Bertrand's previous delegation of authority for final approval of the plaque ahead of its installation at the Bridge. Director Bertrand stated that her plaque installation preference is the current proposed aluminum rendering mounted on the Bridge, as presented in the parks and recreational facilities report.

#### MISSION BEND GREENBELT TRAIL IMPROVEMENTS PROJECT

Ms. Cita updated the Board on the Trail project. Ms. Cita stated that ongoing work includes the installation of irrigation, planting, and wildflower bed preparations. She stated that the wildflower seeding is scheduled to be completed by the end of March 2022. Ms. Cita reported that the partial substantial completion walk-through took place on Friday, January 21, 2022. She presented and recommended for approval Change Order No. 4 to the contract with D.L. Meacham for an electrical channel deduction and to decrease the contract in the amount of \$3,640.00. She presented and recommended for approval Change Order No. 5 to the contract with D.L. Meacham for the addition of a potable water line for the water fountain and to increase the contract in the

amount of \$18,488.00. The Board determined that Change Order No. 4 and Change Order No. 5 are both beneficial to the District.

### LITTLE VILLA WETLAND PARK ("LVWP") IMPROVEMENTS

Ms. Cita reported on the commercial screening landscape and irrigation project at LVWP. She stated design documents are on hold, pending Board approval. Ms. Cita presented and reviewed a preliminary planting design at the Littlefield Memorial Plaza (the "Plaza") area with the corresponding planting cost estimate submitted by Custom Scapes, a copy of which is attached to the parks and recreational facilities report. She presented and recommended for approval estimate no. 1450 in the amount of \$6,320.00, for freeze damage plant replacements at the Plaza.

Ms. Cita updated the Board on the manufacture and installation of additional park rules signage at the park. She presented and reviewed two sign options to be placed at the four main park entrances, copies of which are attached to the parks and recreational facilities report. She stated that the signs also contain "No Dumping" text and emergency contact information. The Board considered approving the park rules signage option that includes icon graphics, as opposed to text only. Ms. Cita stated that a proposal for the signs will be presented at the next regular Board meeting.

Ms. Cita presented and reviewed design options for the fence at LVWP along the western border of the park. She presented and reviewed four fence options, copies of which are attached to the parks and recreational facilities report. Ms. Cita reported on the estimated cost for each fence, based on the proposed materials. The Board considered approving the most cost-effective brick fence option at approximately \$165.00, per linear feet, as presented. Ms. Cita stated that design and construction plan specifications will be presented at the next regular Board meeting.

Ms. Cita reported on the general landscape maintenance invoice for LVWP from Custom Scapes that has been authorized for payment by the Board. She presented and reviewed invoice no. 2649 for monthly maintenance at LVWP in the amount of \$3,320.00.

Ms. Cita updated the Board on the irrigation system maintenance review and irrigation controller issues. She stated that there are no new updates.

PROPOSED DISTRICT RECREATIONAL IMPROVEMENTS PROJECT,  
DISCUSS POSSIBLE FUNDING SOURCES, AND AUTHORIZE PREPARATION  
OF BOND APPLICATION NO. 11, IF APPROPRIATE

Ms. Cita presented and reviewed a proposed District Recreational Improvements Project report (the "Recreational Improvements Report"), a copy of which is attached to the parks and recreational facilities report. The Board considered reviewing the Recreational Improvements Report at a special meeting. Following discussion, the Board concurred unanimously to hold a special meeting on March 22, 2022, at 6:00 p.m. to review the District's Recreational Improvements Report and authorize the appropriate funding options, as necessary.

LETTER OF SUPPORT FOR REGIONAL TRAIL PROJECT

Ms. Miller presented and reviewed a letter of support for the regional trail project, a copy of which is attached. The Board discussed the letter request which resulted from the March 1, 2022, Mission Bend Greenbelt Association ("MBGA") meeting and considered approving the letter, as presented.

The Board discussed the composition of the voting members of the MBGA Board of Directors, including Director Whitehead. Following discussion, the Board concurred unanimously to add an item to the next regular Board meeting agenda to delegate a new voting member to the MBGA Board of Directors from the District.

Following review and discussion, and based upon the landscape architect's recommendation, Director Bertrand moved to: (1) approve the parks and recreational facilities report, as presented; (2) authorize TBG to coordinate with Fencecrete to present a proposal for repair of the column cap located at the east corner of Alief Clodine Road and Estrada Drive at the next regular Board meeting; (3) authorize TBG to coordinate with Custom Scapes to present a proposal for cleaning of the pre-cast column caps at the next regular Board meeting; (4) approve invoice no. 39046 in the amount of \$262.50, from Express Electrical for the Magnolia Park troubleshooting service call; (5) approve estimate no. 39047 in the amount of \$4,829.00, from Express Electrical for light bulb replacements and pole light repairs as a result of the troubleshooting inspection at Magnolia Park; (6) approve the general landscape, maintenance, and repair invoices for Magnolia Park by Custom Scapes that were authorized for payment by the Board, as presented; (7) approve estimate no. 1453 in the amount of \$260.00, for a backflow preventor replacement on Mission Bell Drive by Custom Scapes; (8) approve Change Order No. 4 in the amount of \$3,640.00 as a decrease to the contract with D.L. Meacham for the Trail Improvements project, based upon the Board's finding that the Change Order is beneficial to the District and the landscape architect's recommendation; (9) approve Change Order No. 5 in the amount of \$18,488.00 as an increase to the contract with D.L. Meacham for the Trail

Improvements project, based upon the Board’s finding that the Change Order is beneficial to the District and the landscape architect’s recommendation; (10) approve estimate no. 1450 in the amount of \$6,320.00, for freeze damage plant replacements at the Plaza by Custom Scapes; (11) authorize TBG to proceed with the manufacture and installation of four park rules signs which include icon graphics at the main entrances to LVWP; (12) authorize TBG to proceed with the design and construction plan specifications for the brick fence at LVWP along the western border of the park; (13) approve the general landscape, maintenance, and repair invoice for LVWP by Custom Scapes that was authorized for payment by the Board, as presented; (14) hold a special meeting on March 22, 2022, at 6:00 p.m. to review the District’s Recreational Improvements Report and authorize the appropriate funding options, if appropriate; and (15) approve a letter of support for the regional trail project, as discussed at the March 1, 2022, MBGA meeting. Director Weppeler seconded the motion, which passed unanimously, with all directors voting “yea.”

DISTRICT TECHNOLOGY MATTERS

UPDATE ON THE DISTRICT’S WEBSITE AND IMPLEMENTATION OF THE EMERGENCY MESSAGING SYSTEM

Ms. Hartwell presented and reviewed a website communications report for the previous month, a copy of which is attached. She reported on news posts, website statistics, resident inquiries, open items, and action items from the previous month. Ms. Hartwell stated that Touchstone and TBG will coordinate a site visit to the District’s parks in order to update and finalize the Parks and Trails pages on the website. Ms. Cita stated that TBG will also provide photographs, graphics, and content design for the pages.

Ms. Hartwell updated the Board on the implementation of emergency messaging services in the District. She stated that Touchstone has enrolled 1,045 residents to the District’s emergency messaging system. Director Bertrand inquired if the previously reported emergency freeze alert issue from Friday, February 4, 2022, has been resolved by Touchstone. Ms. Hartwell stated that the text message alert list has been updated to include all of Si’s contact phone numbers and that she will transmit the preapproved text alert message prompts to the Communications Committee for review and comments. Following discussion, there was no action on this matter.

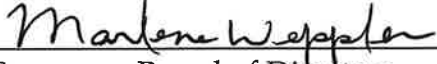
COMMUNICATIONS COMMITTEE POSTING POLICY AND PROTOCOLS

There was no discussion on the District’s website posting policy or recommended protocols.

MEETING SCHEDULE AND PLANNING MATTERS

The Board restated their intention to schedule a special Board meeting on Tuesday, March 22, 2022, at 6:00 p.m. to review the District's Recreational Improvements Report and authorize the appropriate funding options, a special Board meeting on Thursday, April 14, 2022, at 10:30 a.m. for the sale of the Series 2022 Bonds, and a regular Board meeting on April 19, 2022, at 6:00 p.m. at ABHR with supplemental access via teleconference for consultants and members of the public.

There being no further matters to come before the Board, the meeting was adjourned.

  
Secretary, Board of Directors



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