

MINUTES  
MISSION BEND MUNICIPAL UTILITY DISTRICT NO. 2

April 19, 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 19<sup>th</sup> day of April, 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 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"); 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 the opportunity to make a public comment. Mr. Eaglin addressed the Board and stated that he is looking forward to becoming a member of the Board at the May 17, 2022, regular meeting and that he is excited to attend the Association of Water Board Directors' summer conference. 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 March 14, 2022 (Chelford), March 15, 2022 (Regular), March 22, 2022 (Special), and April 5, 2022 (Greenbelt), meetings. Director Johnson reported that she did not attend the April 11, 2022 (Chelford), meeting, and Ms. Miller confirmed that there was no quorum at the meeting, therefore there are no minutes for the April 11, 2022 (Chelford) meeting. Following review and discussion, Director Bertrand moved to approve the March 14, 2022 (Chelford), March 15, 2022 (Regular), March 22, 2022 (Special), and April 5, 2022 (Greenbelt) minutes, as presented. Director Wepler seconded the motion, which passed unanimously, with all directors voting "yea."

## SECURITY SERVICES MATTERS

### REPORT FROM HCSO

The Board acknowledged receipt of the March 2022 security services report from the HCSO, a copy of which is attached. Deputy Hill reported on recent criminal activity in the District. Following discussion, there was no action on this matter.

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

The Board discussed the ongoing efforts to install signs prohibiting commercial vehicles from parking in Altamira overnight. Deputy Hill stated that signs prohibiting overnight parking have been installed along Sugar Land Howell Road and Auto Park Way. He stated that the signs that are to be installed along Mission Bell Drive are back ordered at this time and will be installed upon delivery. Deputy Hill also reported that the HCSO is still working towards ordering and installing signs at various locations throughout the District. Director Bertrand reported that she has observed commercial vehicles parking overnight along Mission Bell Drive and along Rancho Mission Drive. The Board discussed additional locations where commercial vehicles have been parking overnight. Deputy Hill stated that the HCSO will investigate the parked commercial vehicles. 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 that she has not received the water invoice from the Mission Bend Integrated Water System ("MBIWS") for the

previous month. The Board discussed meeting attendance and per diem matters for special meetings throughout the month, including the Mission Bend Greenbelt Association ("MBGA") meeting and the Chelford City Regional Wastewater Treatment Plant ("Chelford") meeting and clarified their attendance at the meetings. Ms. Busboom stated that the per diem checks for Director Johnson and Director Wepler will be corrected to reflect their attendance at meetings during the previous month. Following review and discussion, Director Wepler moved to approve the bookkeeping report, the checks presented for payment, and the investment report. Director Whitehead seconded the motion, which passed unanimously, with all directors voting "yea."

#### UPDATE REGARDING SERIES 2022 UNLIMITED TAX BONDS

Ms. Miller updated the Board on the sale and closing of the Series 2022 Unlimited Tax Bonds. Ms. Miller reported that the bond sale meeting took place on Thursday, April 14, 2022, and that the bond closing is scheduled to take place on Tuesday, May 17, 2022. Following discussion, there was no action on this matter.

#### RENEWAL OF DISTRICT'S INSURANCE POLICIES

The Board considered renewing the District's insurance policies, a copy of the renewal policy proposal is attached. Ms. Miller stated that the increase in the annual premium is due to increases in the value of improvements in the District. Following review and discussion, Director Bertrand moved to: (1) accept the proposals from McDonald & Wessendorff Insurance for renewal of the property, comprehensive boiler and machinery, commercial general liability and automobile liability, pollution liability, directors and officer's liability, business accident travel insurance, and the consultants' blanket bond; and (2) direct that the insurance policy renewal proposal be filed appropriately and retained in the District's official records. Director Johnson seconded the motion, which passed unanimously, with all directors voting "yea."

#### TAX ASSESSMENT AND COLLECTIONS MATTERS

Ms. Loaiza presented and reviewed the monthly tax report, a copy of which is attached, reflecting that 98.2% of the District's 2021 taxes were collected as of the end of March 2022. Ms. Loaiza reported on check no. 1050 in the amount of \$17,894.02, to Rama Elite, LLC, for tax value reduction refunds. Following review and discussion, Director Johnson moved to approve the tax report and payment of the checks drawn on the District's tax account, including check no. 1050, as presented. Director Whitehead seconded the motion, which passed unanimously, with all directors voting "yea."

#### 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 95.43% 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, fire hydrant maintenance, and water well maintenance and repairs during the previous month. Director Villagomez inquired about details of the fire hydrant maintenance items. Mr. Smith reported that the fire hydrants were serviced as part of regular scheduled maintenance.

#### 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 Wepler inquired about certain high amount delinquent accounts, including multi-family housing in the District. She inquired where the delinquent notices for multi-family housing are typically posted. Mr. Smith stated that delinquent notices are given to the management office and reported that partial payments have been made towards the large delinquent accounts. Mr. Smith confirmed that Si has responded to the report of the broken fire hydrant from 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.

#### CONSUMER CONFIDENCE REPORT

The Board considered approving the District's Consumer Confidence Report ("CCR") and authorizing Si to deliver the CCR and file the certificate of delivery with the Texas Commission on Environmental Quality ("TCEQ") on the District's behalf.

#### IDENTITY THEFT PREVENTION PROGRAM

Mr. Smith reported on the District's Identity Theft Prevention Program (the "Program"), which requires Si to provide an annual written report addressing the effectiveness of the Program, significant instances of identity theft detection, and any recommendations regarding changes to the Program. Mr.

Smith stated that the report indicates no significant incidents of identity theft detection and recommends no changes to the Program.

Director Bertrand inquired about reports of discolored water on Sunday, April 17, 2022, at residences along Via Del Norte Drive. Director Johnson reported that she also observed discolored water at her residence and that a Si representative confirmed that it was due to fire hydrant maintenance. Mr. Smith stated that Si will investigate the issue of discolored water in the District during the previous month. Director Bertrand inquired about the previously discussed tour of the District's facilities. The Board discussed the proposed date and time for the tour of the facilities and concurred unanimously to meet on Saturday, April 30, 2022, at 10:00 a.m. at Water Plant No. 2 located at 14213 Empanada Drive, Houston, TX 77082.

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) approve the District's CCR, authorize Si to deliver the CCR and file the certificate of delivery with the TCEQ on the District's behalf, and direct that the CCR be filed appropriately and retained in the District's official records; and (4) approve the Program report 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."

#### AMENDED RATE ORDER

Ms. Miller presented and reviewed proposed changes to the District's Amended Rate Order which incorporate references to the current Third Amended Order Establishing Rules and Regulations Concerning Residential and Nonresidential Wastes ("Third Amended Order Establishing Rules for Wastes"). She stated that the changes reflect updated standards for volatile organic compound testing requirements. Following review and discussion, and based upon the engineer's and operator's recommendations, Director Wepler moved to adopt the District's Amended Rate Order, as presented, and direct that it be filed appropriately and retained in the District's official records. Director Johnson seconded the motion, which passed unanimously, with all directors voting "yea."

#### 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 TCEQ requirements for testing volatile organic compounds. Following review and discussion, and based upon the engineer's and operator's recommendations, Director Wepler moved to adopt the District's Third Amended Order Establishing Rules for Wastes, as presented, and direct that it be filed

appropriately and retained in the District's official records. Director Johnson seconded the motion, which passed unanimously, with all directors voting "yea."

### ENGINEERING MATTERS

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

#### UPDATE ON STAND-BY GENERATOR

Mr. Floyd presented and recommended for approval an updated lease agreement for the District's stand-by generator with NTS Rentals, LLC ("NTS"), in the amount of \$14,085.32, per month, which reflects a 5% cost increase due to supply chain shortages. He stated that the term of this lease agreement is for the next 12 months at which point the permanent generators at water plant no. 1 and water plant no. 2 are anticipated to be online. A copy of the updated lease agreement is attached to the engineer's report.

#### 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 plans for the generators and for water plant improvements have been submitted for agency review and that LEI is awaiting comments from the initial review. He stated that once comments from agency review are addressed, they will be resubmitted for final approval, and an updated cost estimate will be submitted to the Board for review. Director Bertrand inquired about the timeline for construction of the permanent generators and Mr. Floyd estimated that construction may be able to begin in the second quarter of 2023, contingent upon availability of the materials required for completion of construction.

#### 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 by the next regular Board meeting.

#### DISCUSS AND CONSIDER APPROVAL OF MISSION BEND INTEGRATED WATER SYSTEM WATER DISTRIBUTION MODELING AND ANALYSIS SOFTWARE, IF APPROPRIATE

Mr. Floyd reported on a proposed integrated water system model of the MBIWS water distribution, including modeling and analysis software. He stated that the purpose of the proposed system is to be able to provide a water distribution report to the operators during an emergency. He stated that the



software will allow all pertinent parties to know the required plants that need to be online to maintain minimal pressure for resources and to provide water for extended periods. Mr. Floyd recommended the Board consider approving the District's share of one-fourth of the total cost for the water modeling software in the amount of approximately \$12,500.00, for the MBIWS to complete the integrated water modeling. A copy of the proposal for integrated water system modeling is attached to the engineer's report.

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. He reported that the District has determined there are no existing sanitary sewer control easements at water well no. 1 and water well no. 2. Mr. Floyd reported that since the title reports confirm the non-existence of the sanitary control easements, LEI and ABHR will be required to coordinate preparation of the necessary sanitary control easements for water well no. 1 and water well no. 2. Ms. Miller reported that the easement would not have been a requirement during the initial construction of the water wells; therefore, the District was not out of compliance with TCEQ regulations at that time.

Following review and discussion, Director Bertrand moved to: (1) approve the updated lease agreement for the District's stand-by generator with NTS, in the amount of \$14,085.32, per month; (2) approve the District's share of one-fourth of the total cost for the water modeling software in the amount of approximately \$12,500.00, for the MBIWS to complete the integrated water modeling, as discussed; and (3) approve the engineer's report, as presented. Director Weppler seconded the motion, which passed unanimously, with all directors voting "yea."

#### CHELFORD CITY REGIONAL WASTEWATER TREATMENT PLANT MATTERS

The Board discussed Chelford matters, including reports of a commercial location at 14404 Bellaire Boulevard which is out of compliance in regards to wastewater effluent. Mr. Floyd stated that a copy of the compliance monitoring exhibit is attached to the engineer's report and said that Si and LEI will be meeting onsite with Mr. Tanny Busby of Envirodyne Laboratories, Inc. to conduct retesting at the site. He stated that if the commercial location remains out of compliance at the time of the next regular Board meeting, LEI will recommend transmitting a violation letter to the location. Director Villagomez inquired about violation details for this location and other consequences for violations of the District's Third Amended Order Establishing Rules for Wastes. Mr. Floyd stated that the District has the ability to impose penalties, in accordance with the Third Amended Order Establishing Rules for Wastes, and to terminate water service for the non-compliant commercial locations. Following discussion, there was no action on this matter.

WEST HARRIS COUNTY REGIONAL WATER AUTHORITY ("WHCRWA")  
MATTERS

Mr. Floyd reported on WHCRWA matters, including the District's conversion of water from surface water to groundwater in 2025. He stated that in order to convert to surface water, the District will need to modify its facilities' treatment configuration. Mr. Floyd requested the Board consider adding this conversion to the 5-Year Capital Improvement Plan and authorizing paint recoating and repairs at the ground storage tanks at this time, rather than in 2025. He reported on the estimated costs of modifying the District's facilities' treatment configuration and recoating and repairing the District's ground storage tanks. The Board discussed the timeline for authorizing and conducting the surface water conversion work and the estimated costs of repairs to the ground storage tanks ahead of conversion. Mr. Floyd recommended the Board consider authorizing LEI to solicit bids for the District facilities' treatment configuration work to be presented and reviewed at the next regular Board meeting. Following review and discussion, Director Bertrand moved to authorize LEI to solicit bids for the District facilities' treatment configuration work to be presented and reviewed at the next regular Board meeting. 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 Wepler abstaining from the motion.

PARK AND RECREATIONAL FACILITY MATTERS

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 within the District. She stated there are no new invoices for approval this month.

Ms. Cita updated the Board on the previously discussed cleaning of the pre-cast column caps that were installed with the original Magnolia Park fence approximately nine years ago. Ms. Cita stated that TBG received estimate no. 1462 from Custom Scapes for the cleaning work in the amount of \$3,000.00, and an estimate from Katy Pressure Washing Pros. in the amount of \$1,320.00. Copies of the estimates are attached to the parks and recreational facilities report. She recommended approval of the estimate submitted by Katy Pressure Washing Pros.

Ms. Cita updated the Board on lighting maintenance and repairs by Express Electrical Services, Inc. ("Express Electrical"). She stated that Express Electrical is scheduled to repair the lighting and electrical items needed at Magnolia Park this week, pending delivery of the lift. She stated that there are no invoices for approval this month.



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. 2697 for monthly District landscape maintenance in the amount of \$7,023.75, invoice no. 2695 for monthly maintenance and mowing of Reserve E in Terra Del Sol, Section 7 in the amount of \$600.00, and invoice no. 2692 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 invoice no. 2696 submitted by Custom Scapes in the amount of \$260.00, for backflow preventor replacement on Mission Bell Drive. She reported that there are no additional estimates from Custom Scapes.

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

Mr. Floyd reported on the Bridge replacement project. He stated that the sidewalk repairs have been completed and the final punchlist item is the cleanup of the lay down area near Petrosky Elementary School, which should be completed by the end of next week. He stated that once the final punchlist item is completed, LEI will conduct a final walk-through with D.L. Meacham, LP ("D.L. Meacham") to complete the project. Ms. Cita stated that the largest area of disturbance is near the Harris County Flood Control District control panel.

Ms. Cita updated the Board on the Bridge dedication plaque. She stated that TBG solicited bids for the manufacture and installation of the dedication plaque, as well as the Little Villa Wetland Park ("LVWP") rules signs, and reported on an estimate submitted by Proworx, Inc. in the amount of \$8,320.00, and an estimate submitted by NEC Signage and Architectural Products in the amount of \$19,720.00. Ms. Cita discussed the price difference between the two estimates and recommended the Board defer action on these items and authorize TBG to solicit additional estimates for review and consideration at the next regular Board meeting. The Board discussed details of the two estimates and concurred to defer action until the next regular Board meeting.

#### MISSION BEND GREENBELT TRAIL ("TRAIL") IMPROVEMENTS PROJECT

Ms. Cita updated the Board on the Trail project. Ms. Cita stated that ongoing work includes wildflower bed preparations and sitework punchlist items. Ms. Cita reported that the partial substantial completion walk-through is scheduled for the week of April 25, 2022. She presented and recommended for approval Change Order No. 6 to the contract with D.L. Meacham for the Parasoleil panel modifications and to decrease the contract in the amount of \$12,993.00. The Board discussed the details of the proposed Change Order and determined that Change Order No. 6 is beneficial to the District. She presented and recommended for approval Pay Application No. 11 in the amount of

\$28,216.35, submitted by D.L. Meacham, for work completed through March 31, 2022. Director Weppler reported on an irrigation leak along the Trail and Ms. Cita stated that TBG will coordinate with Custom Scapes to resolve the leak issue.

Ms. Miller presented and reviewed a First Amendment to the Letter Agreement for the additional Trail improvements project, a copy of which is attached. She stated that the amendment indicates the Board's intention of expanding the Trail improvement project west across Bellaire Boulevard and the Board considered approving the First Amendment to the Letter Agreement Regarding Trail Facilities, as presented.

#### LVWP IMPROVEMENTS

Ms. Cita reported on the screen planting landscape and irrigation project at LVWP. She stated that design documents are on hold, pending Board approval.

Ms. Cita updated the Board on the planting at the Littlefield Memorial Plaza area and reported that Custom Scapes is scheduled to complete the planting by the end of April 2022.

Ms. Cita restated TBG's recommendation to defer action on the manufacture and installation of additional park rules signage at the park.

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. 2693 for monthly maintenance at LVWP in the amount of \$3,320.00. She reported that there are no additional estimates from Custom Scapes.

#### PROPOSED DISTRICT RECREATIONAL IMPROVEMENTS PROJECT

Ms. Cita presented and reviewed a proposal for Professional Design Services from TBG in the amount of \$115,500.00, for the Magnolia Park Improvements project, a proposal for Professional Design Services from TBG in the amount of \$148,800.00, for the Mission Bend West Trail project, and a proposal for Professional Design Services from TBG in the amount of \$16,900.00, for the LVWP Screen Fence project. Copies of the proposals are attached. The Board inquired about the details of the proposals, and Ms. Cita reviewed the services included in each proposal.

#### UPDATE REGARDING PREPARATION OF BOND APPLICATION NO. 11

Ms. Miller updated the Board on bond application no. 11. She reported that the bond application is being prepared by LEI and restated the funding

options for reimbursement of the District's capital improvement projects, including Resolutions Expressing Intent to Reimburse the District's Operating Account. Ms. Miller explained qualified tax-exempt obligations in connection with the District selling bonds in the amount of \$10,000,000.00, or less, in any given calendar year. The Board discussed details and timing of the funding options.

DESIGNATION OF VOTING BOARD MEMBER FOR THE MISSION BEND GREENBELT ASSOCIATION

The Board discussed the composition of the voting members of the MBGA Board of Directors, which currently includes Director Whitehead. Following discussion, the Board concurred unanimously to designate Director Weppler as the new voting member for the MBGA Board of Directors on behalf of the District, due to Director Whitehead's retirement from service on the District's Board effective May 17, 2022.

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) approve the estimate submitted by Katy Pressure Washing Pros. in the amount of \$1,320.00, for cleaning of the weathering at the pre-cast column caps at the Magnolia Park fence; (3) approve the general landscape, maintenance, and repair invoices for Magnolia Park by Custom Scapes that were authorized for payment by the Board, as presented; (4) approve invoice no. 2696 from Custom Scapes in the amount of \$260.00, for a backflow preventor replacement on Mission Bell Drive; (5) defer action on the manufacture and installation of the Bridge dedication plaque and LVWP rules signs and authorize TBG to solicit additional estimates for review and consideration at the next regular Board meeting; (6) approve Change Order No. 6 in the amount of \$12,993.00, 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; (7) approve Pay Application No. 11 in the amount of \$28,216.35, from D.L. Meacham for the Trail Improvements project; (8) approve the First Amendment to the Letter Agreement Regarding Trail Facilities and direct that it be filed appropriately and retained in the District's official records; (9) approve the general landscape, maintenance, and repair invoice for LVWP by Custom Scapes that was authorized for payment by the Board, as presented; (10) approve the proposal for Professional Design Services from TBG in the amount of \$115,500.00, for the Magnolia Park Improvements project, subject to final review by ABHR; (11) approve the proposal for Professional Design Services from TBG in the amount of \$148,800.00, for the Mission Bend West Trail project, subject to final review by ABHR; (12) approve the proposal for Professional Design Services from TBG in the amount of \$16,900.00, for the LVWP Screen Fence project, subject to final review by ABHR; and (13) designate Director Weppler as the District's voting representative on the MBGA Board of Directors, effective May 17, 2022.

Director Johnson 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 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. Ms. Hartwell presented and reviewed a list of preapproved text message alerts for emergency response, a copy of which is attached. The Board discussed the list of preapproved messages, including boil water notices. The Board inquired whether the emergency messaging system can be utilized in lieu of door tags for water boil notices and Ms. Miller clarified that the TCEQ's requirement for door tags will remain in place so that residents continue to receive boil water notices via door tags in addition to emergency messages. Following review and discussion, Director Bertrand moved to approve the list of preapproved text message alerts for emergency response, as presented. Director Weppler seconded the motion, which passed unanimously, with all directors voting "yea."

Ms. Hartwell stated that Touchstone and TBG will continue to coordinate on the updates of the Parks and Trails pages on the website. Ms. Cita stated that TBG has provided updated banners, photographs, graphics, and other content for the pages. The Board concurred unanimously to delegate authority to the Communications Committee to designate the photographs for the District's website.

Ms. Hartwell presented an example of a more aesthetically appealing website and Ms. Cita recommended the Board consider allowing Touchstone to present a proposal at the next regular Board meeting for an interactive website. Director Bertrand expressed her interest in focusing on the District's home page at this time, and suggested the Board review the remaining links and pages at a later time, once additional interested parties visit the website. The Board discussed the functionality of the current District home page as opposed to the functionality of the remaining links and pages. Director Villagomez inquired about the cost of building an interactive website, and Ms. Hartwell stated she could not estimate the cost at this time. Following discussion, there was no action on this matter.

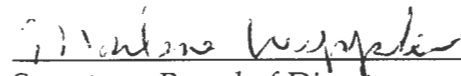
COMMUNICATIONS COMMITTEE POSTING POLICY AND PROTOCOLS

There was no discussion on this matter.

MEETING SCHEDULE AND PLANNING MATTERS

The Board restated their intension to tour the District's facilities on Saturday, April 30, 2022, at 10:00 a.m. and meet at Water Plant No. 2 located at 14213 Empanada Drive, Houston, TX 77082. The Board also discussed the next regular Board meeting on May 17, 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



LIST OF ATTACHMENTS TO MINUTES

	Minutes
	<u>Page</u>
Security services report from the HCSO .....	2
Bookkeeper's report, investment report, and budget comparison.....	2
Insurance Renewal Policy Proposal .....	3
Tax report.....	3
Operations report.....	3
Engineer's report.....	6
Parks and recreational facilities status report.....	8
First Amendment to the Letter Agreement for additional Trail improvements .....	10
Proposals for Professional Design Services from TBG.....	10
Website communications report.....	12
Preapproved text message alerts for emergency response.....	12