

MINUTES  
RENN ROAD MUNICIPAL UTILITY DISTRICT  
OF HARRIS AND FORT BEND COUNTIES, TEXAS

October 7, 2022

The Board of Directors (the "Board") of Renn Road Municipal Utility District of Harris and Fort Bend Counties, Texas (the "District"), met in regular session, open to the public, on the 7<sup>th</sup> day of October, 2022, at the offices of Vogler & Spencer Engineering, Inc., 777 North Eldridge Parkway, Suite 500, Conference Room A, Houston, Texas 77079, outside the boundaries of the District, and the roll was called of the members of the Board:

Kathleen Farris	President
Bertha ("Candy") Fair	Vice President
Russell G. Cook	Secretary
Mario Peralta	Assistant Secretary
Victoria D. Estick	Assistant Vice President

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

Also attending the meeting in person or by telephone were Andrew Dunn and Matthew Dunn of On-Site Protection Inc.; Doug Owen of Environmental Allies; Vanessa Hernandez of Myrtle Cruz, Inc.; Robin Goin of Bob Leared Interests; Missy Steadman of Inframark, LLC ("Inframark"); Ryan Vogler of Vogler & Spencer Engineering, Inc. ("V&S"); Justin Klump of Storm Water Solutions, LLC; Moni Mansour, a resident of the District; and Brooke Milbauer, Allison Leatherwood and Kathryn Easey of Allen Boone Humphries Robinson, LLP.

MINUTES

The Board considered approving the minutes of the September 2, 2022, meeting. Following review and discussion, Director Cook moved to approve the minutes of the September 2, 2022, meeting, as presented. Director Peralta seconded the motion, which passed unanimously.

PUBLIC COMMENTS

There was no discussion on this agenda item.

UPDATE ON KINGSPPOINT HOMEOWNERS ASSOCIATION'S ("KINGSPPOINT HOA") COMMUNITY FENCE IMPROVEMENT PROJECT, REVIEW BIDS, AND CONSIDER MAINTENANCE AND OWNERSHIP AGREEMENT

Ms. Milbauer stated there was no update on the Kingspoint HOA's perimeter fence improvement project.

GARBAGE COLLECTION AND RECYCLING MATTERS

The Board reviewed a report prepared by Best Trash, LLC, regarding garbage and recycling collection in the District, a copy of which is attached.

SECURITY AND PATROL MATTERS

Mr. Matthew Dunn presented and reviewed a report regarding security in the District, a copy of which is attached. The Board reviewed and discussed the Area Crime Maps for the District and surrounding areas, copies of which are attached to the security report. Discussion ensued regarding suspicious activity in the District and along Keegans Bayou.

MOWING AND DETENTION POND MAINTENANCE

Mr. Owen presented and reviewed a mowing and detention pond maintenance report, a copy of which is attached. Mr. Owen stated CenterPoint Energy was contacted about cutting back tree limbs located near the power lines at 9706 Kingsville Park Drive, but has not yet responded.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Hernandez presented and reviewed the bookkeeper's report, including the District's monthly bills, for the Board's consideration. A copy of the bookkeeper's report, including a list of the bills approved for payment, is attached. She reviewed the District's updated year-to-date budget comparison, investment report, pledged securities report, report on the sewage treatment plant general operating account, and a year-to-date budget for the sewage treatment plant. Following review and discussion, Director Estick moved to approve the bookkeeper's report and the bills presented for payment. Director Peralta seconded the motion, which passed unanimously.

RESOLUTION REGARDING ANNUAL REVIEW OF INVESTMENT POLICY

Ms. Milbauer presented and reviewed a Resolution Regarding Annual Review of Investment Policy. After review and discussion, Director Estick moved to adopt the Resolution Regarding Annual Review of Investment Policy and direct that the resolution be filed appropriately and retained in the District's official records. Director Cook seconded the motion, which passed unanimously.

RESOLUTION ESTABLISHING AUTHORIZED DEPOSITORY INSTITUTIONS AND ADOPTING LIST OF QUALIFIED BROKER/DEALERS

The Board considered adopting a Resolution Establishing Authorized Depository Institutions and Adopting List of Qualified Broker/Dealers. Ms. Milbauer noted that the District's investment officer has submitted an updated list of authorized depository institutions and qualified broker/dealers. After review and discussion, Director Estick moved to adopt the Resolution Establishing Authorized Depository Institutions and Adopting List of Qualified Broker/Dealers and direct that the resolution be filed appropriately and retained in the district's official records. Director Cook seconded the motion, which passed unanimously.

TAX ASSESSMENT AND COLLECTIONS MATTERS

Ms. Goin presented and reviewed with the Board the monthly tax assessor/collector's report, a copy of which is attached, including a list of the checks presented for payment and the list of top delinquent tax accounts. Following review and discussion, Director Peralta moved to approve the tax assessor/collector's report and payment of tax bills. Director Cook seconded the motion, which passed unanimously.

CONDUCT PUBLIC HEARING REGARDING DISTRICT'S TAX RATE, ADOPT ORDER LEVYING TAXES, AND AUTHORIZE EXECUTION OF AMENDMENT TO INFORMATION FORM

Ms. Milbauer stated that notice was published of the public hearing to be held at today's meeting regarding adoption of the District's proposed 2022 total tax rate of \$0.625.

The Board opened the public hearing. There being no comments from the public, the Board closed the public hearing.

Ms. Milbauer presented an Order Levying Taxes reflecting the proposed 2022 tax rate. She then presented an Amendment to Information Form reflecting the tax rate and stated that the Amendment will be filed with the Texas Commission on Environmental Quality ("TCEQ") and recorded in the Official Public Records of Harris County and Fort Bend County.

After review and discussion, Director Peralta moved to (1) adopt the Order Levying Taxes reflecting a total 2022 tax rate of \$0.625 per \$100 of assessed valuation, comprised of \$0.315 to pay debt service on water, sewer, and drainage bonds, and \$0.31 for operations and maintenance; (2) authorize execution of the Amendment to Information Form; and (3) direct that the Order and Amendment be filed appropriately and retained in the District's official records. Director Cook seconded the motion, which passed unanimously.

## OPERATION OF DISTRICT FACILITIES

Ms. Steadman presented and reviewed with the Board the monthly operator's report, a copy of which is attached. She updated the Board on inspections, repairs, and maintenance items performed and in progress in the District. She stated that the District currently has 1,483 water connections and the percentage of water billed versus water produced for the previous billing cycle was 87.6%. She stated the low accountability may have been caused by the flushing of taps.

Ms. Steadman distributed and reviewed the annual consumer price index adjustment ("CPI") for the District, a copy of which is attached to the operator's report. She stated the CPI reflects Inframark's rates will increase by 4.047%. She then stated a rate order analysis will be presented for the Board's consideration at the next meeting. Ms. Steadman then presented and reviewed the Third Amendment to Professional Services Agreement ("Third Amendment") between the District and Inframark.

Ms. Steadman reviewed four delinquent accounts totaling \$2,284.51 deemed uncollectible by the operator, and recommended the accounts be submitted to the collection agency.

Ms. Steadman then presented a list of delinquent customers and reported that the customers 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 to explain, contest, or correct their bills and to show why utility services should not be terminated for reason of non-payment. Ms. Steadman noted that the accounts in question had neither contacted her office nor had appeared at the Board meeting concerning their bills.

Following review and discussion, Director Cook moved to (1) approve the operator's report; (2) approve the Third Amendment and direct that the Third Amendment be filed appropriately and retained in the District's official records; (3) authorize Inframark to turn over to collections the accounts totaling \$2,284.51; and (4) 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. Director Estick seconded the motion, which passed unanimously.

## AMENDED RATE ORDER

The Board deferred action on this agenda item.

## ENGINEERING MATTERS

Mr. Vogler presented and reviewed an engineer's report, a copy of which is attached.

Mr. Vogler updated the Board on the status of West Harris County Regional Water Authority's plans to bring surface water to the District.

Mr. Vogler updated the Board on the status of the Wastewater Treatment Plant Clarifier Rehabilitation project.

Mr. Vogler stated the Belknap Road mobility project is back in the design phase and construction is anticipated to begin in February, 2023.

Mr. Vogler stated construction of the Water Plant Recoating project is complete. He reviewed and recommended approval of Change Order No. 1 to the contract with D&L Quality Painting, Inc. ("D&L") for the Water Plant Recoating project to increase the contract in the amount of \$9,475.00 for chemically treating Hydrotank No. 1. The Board determined that Change Order No. 1 is beneficial to the District. After review and discussion, Director Peralta moved to approve Change Order No. 1 in the amount of \$9,475.00 as an increase to the contract with D&L for the Water Plant Recoating project, based upon the Board's finding that the Change Order is beneficial to the District and the engineer's recommendation. Director Estick seconded the motion, which passed unanimously.

Mr. Vogler updated the Board on the status of providing water and wastewater service to the Van Learning Academy.

## ANNEXATION MATTERS

There was no discussion on this agenda item.

## STORM WATER MANAGEMENT PLAN

Mr. Klump updated the Board on the District's Storm Water Management Plan ("SWMP"). He distributed and reviewed a summary of the Year 4 goals and training under the SWMP, a copy of which is attached. Mr. Klump began his training session with the Board and other consultants. The topics of the Year 4 training were stormwater pollution prevention, the minimum control measures, and bacteria-specific elements. Mr. Klump stated preliminary approval of the SWMP had been received from the TCEQ, noting the permit certificate is forthcoming.

The Board took no action on this agenda item.

KINGSBRIDGE MUNICIPAL UTILITY DISTRICT, WEST KEEGANS BAYOU  
IMPROVEMENT DISTRICT, WEST HARRIS COUNTY REGIONAL WATER  
AUTHORITY, AND REGIONAL MUNICIPAL MEETING MATTERS

There Board discussed Kingsbridge Municipal Utility District and West Keegans Bayou Improvement District matters, as well as traffic issues at Harmony School.

The Board reviewed the West Harris County Regional Water Authority's Notice of Anticipated Fees, a copy of which is attached.

DISCUSS REGULAR MEETING DATE AND TIME

The Board concurred to hold the next Board meeting at the offices of V&S on Friday, November 4, 2022, at 11:30 a.m.

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



Secretary, Board of Directors

(SEAL)



LIST OF ATTACHMENTS TO MINUTES

	Minutes
	<u>Page</u>
Garbage and recycling collection report.....	2
Security report.....	2
Mowing and detention pond maintenance report.....	2
Bookkeeper's report.....	2
Tax assessor/collector's report .....	3
Operator's report.....	4
Engineer's report.....	5
SWMP Year 4 Goals and Training.....	5
WHCRWA Notice of Anticipated Fees.....	6