

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

February 3, 2023

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 3<sup>rd</sup> day of February, 2023, 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 were Andrew Dunn and Matthew Dunn of On-Site Protection Inc.; Bradley Hinkle of Environmental Allies ("EA"); Brittini Silva 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; Carl Peters of Kingsbridge Municipal Utility District ("Kingsbridge MUD"); Moni Mansour, a resident of the District; and Katie Sherborne and Jacqueline Ibarra of Allen Boone Humphries Robinson, LLP.

MINUTES

The Board considered approving the minutes of the January 6, 2023. Following review and discussion, Director Cook moved to approve the minutes of the January 6, 2023, regular 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. Sherborne stated there was no update on the Kingspoint HOA's perimeter fence improvement project.

## 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. She stated 89.291% of the District's 2022 taxes have been collected as of January 31, 2023. Following review and discussion, Director Estick moved to approve the tax assessor/collector's report and payment of tax bills. Director Cook seconded the motion, which passed unanimously.

## RESOLUTION CONCERNING EXEMPTIONS FROM TAXATION

The Board discussed tax exemptions for 2023 and reviewed a Resolution Concerning Exemptions from Taxation, reflecting that the Board of Directors rejects a general residential homestead exemption and grants a \$10,000 exemption for persons who are disabled or sixty-five years of age or older. Following review and discussion, Director Estick moved to adopt the Resolution Concerning Exemptions from Taxation and direct that the Resolution be filed appropriately and retained in the District's official records. Director Peralta seconded the motion, which passed unanimously.

## 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.

## MOWING AND DETENTION POND MAINTENANCE

Mr. Hinkle presented and reviewed a mowing and detention pond maintenance report, a copy of which is attached. He discussed the condition of the drainage channel outfalls near the 9700 block of Kingsville Park Dr. and stated EA will remove the debris and provide an update at the next meeting. Mr. Vogler stated he will determine if the debris is related to recent construction.

## ASSOCIATION OF WATER BOARD DIRECTORS ("AWBD") WINTER CONFERENCE, APPROVE REIMBURSEMENT OF ELIGIBLE EXPENSES, AND AUTHORIZE ATTENDANCE AT SUMMER CONFERENCE

The Board discussed payment of per diems for directors who attended the AWBD winter conference. After review and discussion, Director Estick moved to approve

payment of per diems for directors who attended the AWBD winter conference and authorize attendance at the AWBD summer conference. Director Cook seconded the motion, which passed unanimously.

#### FINANCIAL AND BOOKKEEPING MATTERS

Ms. Silva 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.

Ms. Silva noted hand-written check no. 1389 in the amount of \$1,500.42 payable to Director Estick for her attendance at the AWBD winter conference is also being presented for approval, but is not included in her report.

Following review and discussion, Director Cook moved to approve the bookkeeper's report and the bills presented for payment, including the hand-written check in the amount of \$1,500.42 payable to Director Estick. Director Peralta 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 1,479 water connections and the percentage of water billed versus water produced for the previous billing cycle was 94.6%.

Ms. Steadman reported that clarifier drive no. 1 requires an emergency repair and she will present a repair estimate to the Board once received. She requested authorization for Inframark to make the emergency repairs to clarifier drive no. 1.

Ms. Steadman stated the Fleetzoom autodialer and equipment monitoring systems have been installed at Lift Station No. 1 and Lift Station No. 2.

Ms. Steadman reviewed two delinquent accounts totaling \$893.82 deemed uncollectible by the operator, and recommended the accounts be submitted to the collection agency.

Ms. Steadman then presented an updated 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 Peralta moved to (1) approve the operator's report; (2) authorize Inframark to perform the emergency repairs to clarifier drive no. 1; (3) authorize Inframark turn over to collections two accounts totaling \$893.82; 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.

### 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. He reviewed and recommended approval of Change Order No. 1 to the contract with N&S Construction, LP ("N&S") for the Wastewater Treatment Plant Clarifier Rehabilitation project to increase the contract in the amount of \$38,898.75. The Board determined that Change Order No. 1 is beneficial to the District.

Mr. Vogler updated the Board on the status of the Belknap Road mobility project.

Mr. Vogler updated the Board on the status of providing water and wastewater service to the Van Learning Academy. He stated taps have been issued and construction is underway.

Mr. Vogler stated a meeting will be scheduled with Kingsbridge MUD to discuss the future joint Wastewater Treatment Facility projects.

Mr. Vogler updated the Board on the status of the construction of the Ground Storage Tank Rehabilitation project.

Mr. Vogler updated the Board on the status of soliciting for bids for cleaning and televising the sanitary sewer facilities in Kingspoint Sections 1, 2 and 3.

Mr. Vogler reviewed a request from the Eldridge Park Residential Association, Inc. ("RAI") for upgrades in that subdivision, including (1) a walking trail, benches and landscaping around the detention pond, (2) larger resident trash receptacles; and

(3) speed bumps and speed limit signage. Discussion ensued. Mr. Vogler stated he will ask the RAI to attend the next meeting to discuss these requests with the Board.

The Board discussed garbage being disposed of on the Santikos property. Mr. Vogler stated he will reach out to the property owner. Mr. Hinkle stated he will prepare a proposal to remove the garbage for the Board's review at the next meeting.

Following review and discussion, Director Estick moved to (1) approve the engineer's report; and (2) approve Change Order No. 1 in the amount of \$38,898.75 as an increase to the contract with N&S for the Wastewater Treatment Plant Clarifier Rehabilitation project, based upon the Board's finding that the Change Order is beneficial to the District and the engineer's recommendation. Director Cook seconded the motion, which passed unanimously.

#### 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 the year 4 annual report for the SWMP, and a summary of the year 5 training and goals under the SWMP, copies of which are attached. He presented a utility bill insert regarding stormwater runoff and prevention of stormwater pollution, a copy of which is also attached.

Mr. Klump began his training session with the Board and other consultants. He stated the topic of the year 5 training was stormwater pollution prevention, the minimum control measures, and bacteria-specific elements. Mr. Klump explained the importance of keeping household hazardous waste, pet waste, and yard waste out of the storm sewers, to prevent adding to bacterial impairment. He then continued with the training, thoroughly explaining the sources of bacteria and outlining the program elements of the SWMP that deal with these sources.

Mr. Klump stated a status update from the Texas Commission on Environmental Quality regarding its technical review of the permit application and SWMP has not yet been received.

Following review and discussion, Director Cook moved to approve the year 4 annual SWMP report and the utility insert. Director Peralta seconded the motion, which passed unanimously.

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

The Board discussed ongoing construction in West Keegans, a line break in Kingsbridge MUD, and the proposed Texas House Bill 1312.

DISCUSS REGULAR MEETING DATE AND TIME

The Board concurred to hold the next Board meeting at the offices of V&S on Friday, March 3, 2023, 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>
Tax assessor/collector's report .....	2
Garbage and recycling collection report .....	2
Security report.....	2
Mowing and detention pond maintenance report.....	2
Bookkeeper's report.....	3
Operator's report .....	3
Engineer's report.....	4
Year 4 annual report for the SWMP .....	5
Year 5 training and goals under the SWMP .....	5
Utility bill insert .....	5