

MINUTES  
GRAND OAKS MUNICIPAL UTILITY DISTRICT OF MONTGOMERY COUNTY

January 23, 2024

The Board of Directors (the "Board") of Grand Oaks Municipal Utility District of Montgomery County, Texas (the "District"), met in regular session, open to the public, on the 23rd day of January, 2024, at the offices of Allen Boone Humphries Robinson LLP, 3200 Southwest Freeway, Suite 2400, Houston, Texas, outside the boundaries of the District, and the roll was called of the members of the Board:

Joel R. Scott	President
Brandon Buell	Vice President
Rick Nommensen	Secretary
John Hammond	Assistant Vice President
Jeff Inabnit	Assistant Secretary

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

Also present at the meeting were Amryn Jeffery, a member of the public; Wendy Ramirez of FORVIS, LLP; Barbara Nussa of Republic Services, Inc.; Doug Jeffery of TNG Utility Corporation; Debbie Arellano of Bob Leared Interests; Diego Burgos of Quiddity Engineering, LLC ("Quiddity"); Brenda Garcia of Municipal Accounts & Consulting, L.P.; and Whitney Higgins and Kathryn Blanton of Allen Boone Humphries Robinson LLP ("ABHR").

COMMENTS FROM THE PUBLIC

There were no comments from the public.

MINUTES

The Board considered approving the regular meeting minutes of November 28, 2023. After consideration, Director Nommensen moved to approve the regular meeting minutes of November 28, 2023, as presented. Director Buell seconded the motion, which passed unanimously.

Directors Inabnit and Scott joined the meeting.

APPROVE AUDIT FOR FISCAL YEAR END SEPTEMBER 30, 2023

Ms. Ramirez presented the draft audit for the fiscal year ended September 30, 2023. Following review and discussion, Director Buell moved to approve the audit for the fiscal year ended September 30, 2023, subject to final review. Director Nommensen seconded the motion, which passed unanimously.

## ANNUAL REPORT REGARDING POST-ISSUANCE COMPLIANCE POLICY

Ms. Higgins reported on the District's compliance activities during the prior calendar year related to bond financings. She stated that no corrective action is required at this time.

## GARBAGE SERVICE MATTERS

Ms. Nussa reported that the District has not received any inquiries or calls regarding garbage collection.

## FINANCIAL AND BOOKKEEPING MATTERS

Ms. Garcia presented the bookkeeper's report, including the investment report and bills presented for payment, a copy of which is attached.

Ms. Higgins explained that the annual disclosure statements required by the Public Funds Investment Act disclose relationships between the District's Investment Officer and bookkeeper and entities or individuals who are offering, have offered, or may offer to engage in an investment transaction with the District. She also explained that the statements would be filed in the District's permanent records and with the Texas Ethics Commission.

Following review and discussion, Director Nommensen moved to (1) approve the bookkeeper's report and payment of the bills; and (2) accept the disclosure statements presented and to authorize they be filed appropriately. Director Buell seconded the motion, which passed unanimously.

## ADOPT RESOLUTION ESTABLISHING THE AUTHORIZED DEPOSITORY INSTITUTIONS AND ADOPTING LIST OF QUALIFIED BROKER/DEALERS WITH WHOM THE DISTRICT MAY ENGAGE IN INVESTMENT TRANSACTIONS

The Board reviewed a list of authorized Broker/Dealers provided by the District's bookkeeper. Ms. Higgins then reviewed a Resolution Establishing Authorized Depository Institutions and Adopting List of Qualified Broker/Dealers with Whom the District May Engage in Investment Transactions.

Following review and discussion, Director Buell moved to adopt the Resolution Establishing the Authorized Depository Institutions and Adopting List of Qualified Broker/Dealers with Whom the District May Engage in Investment Transactions, and direct that the Resolution be filed appropriately and retained in the District's official records. Director Scott seconded the motion, which passed unanimously.

## ANNUAL REVIEW OF INVESTMENT POLICY

The Board conducted its annual review of the District's Investment Policy, and Ms. Higgins stated that neither ABHR nor the bookkeeper have any recommended changes.

Following review and discussion, Director Nommensen made a motion to adopt the Resolution Regarding Annual Review of Investment Policy and to direct that a copy of the Resolution be filed and retained in the District's records. Director Buell seconded the motion, which passed unanimously.

#### ASSOCIATION OF WATER BOARD DIRECTORS CONFERENCE

There was no discussion on this matter.

#### TAX ASSESSMENT AND COLLECTION MATTERS

Ms. Arellano reviewed the tax assessor/collector's monthly report for the previous months, including bills presented for payment, copies of which are attached. She stated that the District's 2023 taxes were 29.85% collected as of December 31, 2023.

Following review and discussion, Director Buell moved to approve the tax assessor/collector's report and the checks presented for payment. Director Scott seconded the motion, which passed unanimously.

#### OPERATOR'S REPORT; HEARING ON TERMINATION OF WATER AND SEWER SERVICE TO DELINQUENT CUSTOMERS AND AUTHORIZE TERMINATION OF SERVICE

Mr. Jeffery reviewed the operator's report, a copy of which is attached.

Mr. Jeffrey presented a list of delinquent customers 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.

Following review and discussion, Director Hammond moved to (1) approve the operator's report; and (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. Director Buell seconded the motion, which passed unanimously.

#### AMEND RATE ORDER

The Board considered amending its Rate Order to reflect an updated sewer tap inspection fee and security deposit. Following review and discussion, Director Hammond moved to adopt an Amended Rate Order, as discussed. Director Buell seconded the motion, which passed unanimously.

## DRAINAGE AND DETENTION FACILITY MAINTENANCE MATTERS

Ms. Higgins discussed correspondence from the homeowners association and the developer regarding tree maintenance along the fence line adjacent to Nichols Sawmill Road. The Board concurred to table the matter.

## ENGINEER'S REPORT

Mr. Burgos reviewed the engineer's report, a copy of which is attached.

Mr. Burgos updated the Board on the status of work in Glen Oaks, Section 3, including an update on work related to pavement damage along Butternut Oak Lane. He reported that Montgomery County (the "County") reinspected the Section 3 paving to confirm the remaining punch list items and quantities. He stated that Quiddity has received the punch list and requested additional proposals from contractors.

Mr. Burgos updated the Board on the status of construction of paving facilities to serve Glen Oaks, Section 5, noting there are no pay estimates for the Board's approval. He reported that Choctaw Construction Services, the contractor, has completed the roundabout modifications and that Quiddity has requested a reinspection by the County. He reminded the Board that this project is being funded by the developer, subject to future reimbursement.

Mr. Burgos updated the Board on the District's bond application report no. 4, as detailed in the engineer's report.

Mr. Burgos updated the Board on the Emergency Preparedness Plan, stating that it has been approved by the Texas Commission on Environmental Quality.

Mr. Burgo provided an update regarding the preparation of the required Lead Service Line Inventory ("LSLI"), stating that Quiddity will present a proposal for completing the LSLI at the next meeting.

Following review and discussion, Director Scott moved to approve the engineer's report. Director Buell seconded the motion, which passed unanimously.

## REVIEW AND UPDATE EMINENT DOMAIN REPORT TO THE TEXAS COMPTROLLER

Ms. Higgins reported ABHR has filed the District's Eminent Domain Authority Annual Report with the Comptroller of the State of Texas pursuant to Section 2206.154, Texas Government Code.

## RENEWAL OF DISTRICT'S INSURANCE POLICIES

The Board reviewed a proposal for renewal of the District's insurance from McDonald & Wessendorff Insurance ("M & W") for an annual premium of \$8,170.00.



Following review and discussion, Director Buell moved to accept the proposal for the District's insurance from M & W, and direct that the proposal be filed appropriately and retained in the District's official records. Director Inabnit seconded the motion, which passed unanimously.

### REPORT REGARDING DEVELOPMENT IN THE DISTRICT

The Board discussed development matters in the District.

### 2024 DIRECTORS ELECTION

Ms. Higgins discussed procedures related to the 2024 Directors Election. She reviewed a Resolution Designating an Agent of the Secretary of the Board of Directors During the 2024 Directors Election.

Ms. Higgins reported on requirements to file a Notice of Deadline to File Applications for Place on the Ballot for the 2024 Directors Election.

Ms. Higgins stated that the District may contract with the County to conduct the District's 2024 Directors Election.

Ms. Higgins then reviewed an Order Calling Directors Election establishing the procedures for conducting the election.

Ms. Higgins discussed that Notice of Election may be required to be posted or published and provided to the County Clerk and Voter Registrar of the County.

Following review and discussion, Director Buell moved to (1) adopt a Resolution Designating an Agent of the Secretary of the Board During the 2024 Directors Election appointing Kathryn Blanton as the agent of the Secretary of the Board of Directors to perform the duties of the District's Directors Election, authorize the agent to post the related notice as required, and direct that the Resolution be filed appropriately and retained in the District's official records; (2) authorize the Secretary's agent to post the notice as required; (3) contract with the County to administer the District's election; (4) adopt the Order Calling Directors Election and direct that it be filed appropriately and retained in the District's records; and (5) authorize the Secretary's agent to post or publish and provide to the County Clerk and Voter Registrar Notice of Election, if required. Director Scott seconded the motion, which passed unanimously.

### CONVENE IN EXECUTIVE SESSION PURSUANT TO SECTION 551.071, TEXAS GOVERNMENT CODE

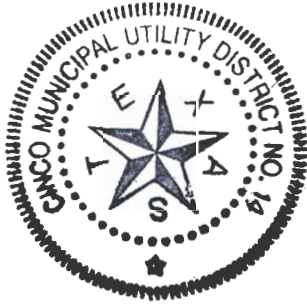
The Board did not convene in executive session.

### DISTRICT MEETING SCHEDULE

The Board concurred to hold the next regular meeting on February 27, 2024.

There being no further business to come before the Board, the Board concurred to adjourn the meeting.

(SEAL)



Asst.  Secretary, Board of Directors

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