

MINUTES  
FORT BEND COUNTY MUNICIPAL UTILITY DISTRICT NO. 206

March 12, 2024

The Board of Directors (the "Board") of Fort Bend County Municipal Utility District No. 206 (the "District"), met in regular session, open to the public, on the 12<sup>th</sup> day of March, 2024, at the offices of Allen Boone Humphries Robinson LLP, 3200 Southwest Freeway, Houston, Texas, outside the boundaries of the District, and the roll was called of the members of the Board:

Robin Stoner	President
Amy Rozell	Vice President
Sandra Weider	Secretary
Kathrin Yokubaitis	Assistant Secretary
Cheryl A. Kainer	Assistant Vice President/Assistant Secretary

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

Also present at the meeting were: Charlotte Mapes, a member of the public; Ken Farrar of Best Trash LLC; Debbie Shelton of Masterson Advisors LLC; Taylor Watson of Municipal Accounts & Consulting, L.P.; Debbie Arellano of Bob Leared Interests; Ryan Mapes of Si Environmental, LLC; Zach Halbert of Champions Hydro-Lawn, Inc. ("Champions"); Danielle Gonzalez of Odyssey Engineering ("Odyssey"); and Andrew Vaughan, Faye Simonds, Julie Gerdes, and Mitzi Cabrera of Allen Boone Humphries Robinson LLP ("ABHR").

PUBLIC COMMENTS

There were no public comments.

MINUTES

The Board considered approving the regular meeting minutes of February 13, 2024. After review and discussion, Director Weider moved to approve the minutes as presented. Director Stoner seconded the motion, which passed unanimously.

FINANCIAL AND BOOKKEEPING MATTERS

Mr. Watson reviewed the bookkeeper's report and presented checks for payment to the Board, a copy of which is attached.

Following review and discussion, Director Stoner moved to approve the bookkeeper's report and payment of the bills. Director Rozell seconded the motion, which passed unanimously.

## TAX ASSESSMENT AND COLLECTION MATTERS

Ms. Arellano distributed the tax assessor/collector's monthly report, a copy of which is attached.

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

## OPERATION OF DISTRICT FACILITIES; HEARING ON TERMINATION OF WATER AND SEWER SERVICE TO DELINQUENT ACCOUNTS

Mr. Mapes distributed and reviewed the operator's report, a copy of which is attached.

Mr. Mapes reported on routine maintenance and repair items in the District.

Mr. Mapes 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 Rozell moved (1) to approve the operator's report; and (2) that because the customers on the termination list were not present at the meeting to address the Board and had not submitted a written statement on the matter, to authorize the District's operator to proceed with termination of utility service for such customers in accordance with the District's Rate Order, and direct that the customer termination list be filed appropriately and retained in the District's official records. Director Stoner seconded the motion, which passed by unanimous vote.

## REVIEW WATER CONSERVATION PLAN; APPROVE ANNUAL REPORT AND 5-YEAR WATER CONSERVATION IMPLEMENTATION REPORT ON IMPLEMENTATION OF WATER CONSERVATION PLAN; ADOPT ORDER ADOPTING AMENDED AND RESTATED WATER CONSERVATION PLAN; AND AUTHORIZE SUBMITTAL TO THE NORTH FORT BEND WATER AUTHORITY ("NFBWA")

The Board reviewed the Water Conservation Plan Annual Report and Five-Year Implementation Report on the Water Conservation Plan with the Board. Mr. Vaughan stated that the Texas Commission on Environmental Quality ("TCEQ") rules require that the District review and adopt an Amended and Restated Water Conservation Plan prior to May 1, 2024. He reviewed an Amended and Restated Water Conservation Plan with the Board, noting that the operator does not recommend any changes to the current Plan.

After review and discussion, Director Yokubaitis approval of the annual report and 5-year water conservation implementation report on implementation of Water Conservation Plan, adoption of the Order Adopting Amended and Restated Water Conservation Plan, and authorization to submit the Plan to the NFBWA. Director Weider seconded the motion, which passed unanimously.

#### CRITICAL LOAD SPREADSHEET

Mr. Vaughan stated that the District is required to report its critical load facilities annually to the Harris County Emergency Management Coordinator, the Public Utility Commission of Texas, the Division of Emergency Management of the Governor's office, the District's retail electric provider, and the District's transmission and distribution utility company. He then reviewed the Critical Load Spreadsheet of District facilities (the "Spreadsheet") and stated that the engineer and operator were given the Spreadsheet for review prior to the meeting.

Following discussion, Director Stoner moved to approve the Spreadsheet, authorize ABHR to file the Spreadsheet with the applicable governmental agencies and energy entities, and direct that the Spreadsheet be filed appropriately and retained in the District's official records. Director Weider seconded the motion, which passed unanimously.

#### CONDUCT ANNUAL REVIEW OF DROUGHT CONTINGENCY PLAN

Mr. Vaughan stated that the TCEQ rules require that the District review and adopt an Amended and Restated Drought Contingency Plan in 2024, prior to May 1st. He reviewed an Amended and Restated Drought Contingency Plan. After review and discussion, Director Stoner moved to adopt an Order Adopting Amended and Restated Drought Contingency Plan; Providing for Implementation and Enforcement Thereof; Providing Penalties for Violations; and Containing Other Provisions Related to the Subject and direct that the Order be filed appropriately and retained in the District's official records. Director Yokubaitis seconded the motion, which passed by unanimous vote.

#### STORM WATER FACILITIES MAINTENANCE AND OPERATIONS

Mr. Halbert distributed and reviewed the monthly report on storm water facilities maintenance and operations for the District. A copy of the report is attached. The Board discussed Camellia Homeowners Association's request for additional no parking signage, including permanent and non-permanent signage. Following discussion, Director Stoner moved to approve an additional 25 non-permanent no parking signs in the amount of \$825.00. Director Rozell seconded the motion, which passed unanimously.

## BEST TRASH REPORT AND ANNUAL CONSUMER PRICE INDEX ("CPI") INCREASE

Mr. Farrar reviewed a letter from Best Trash LLC, providing notice of the annual CPI adjustment to the District's rate for garbage collection services and reflecting a CPI adjustment of 6.4%, resulting in an increase in the monthly fee for curbside service with recycling from \$22.79 to \$24.25, effective for the billing cycle beginning in March 2024 and continuing through February 2025. A copy of the CPI notice from Best Trash is attached.

## ENGINEERING MATTERS

Ms. Gonzalez reviewed the engineer's report, a copy of which is attached. She updated the Board on construction projects underway, as reflected in her report.

Ms. Gonzalez updated the Board on the District's Phase II MS4 Storm Water Management Plan.

Ms. Gonzalez updated the Board on the Emergency Interconnect Agreement between the District and Fort Bend County Municipal Utility District No. 30.

Ms. Gonzalez updated the Board on water plant maintenance. She requested authorization to solicit bids for the water plant no. 1 tank repairs.

Ms. Gonzalez reviewed updates to the District's Emergency Preparedness Plan ("EPP").

Ms. Gonzalez updated the Board on the bond application. Ms. Shelton discussed the District's financing plan.

Following discussion, Director Stoner moved to: (1) approve the engineering report; (2) authorize Odyssey to solicit bids for the water plant no. 1 tank repairs; and (3) authorize Odyssey to file an updated EPP with the TCEQ. Director Yokubaitis seconded the motion, which passed unanimously.

## ATTORNEY'S REPORT

There was no discussion on this agenda item.

## 2024 DIRECTORS ELECTION

Mr. Vaughan discussed procedures related to the 2024 Directors Election. He presented a Certificate Declaring Unopposed Status of Candidates for Election to the Board of Directors executed by the Board Secretary or Secretary's agent stating that the District received three candidate applications for the three director positions for the May 4, 2024, Directors Election.

Mr. Vaughan presented an Order Cancelling Election and Declaring Unopposed Candidates Elected to Office (the "Order Cancelling") stating that the May 4, 2024, Directors Election is cancelled and that the unopposed candidates, Directors Rozell, Weider, and Yokubaitis, are declared elected to office to serve from the May 4, 2024, election until the May 6, 2028, Directors Election. He reviewed the posting requirements for the Order Cancelling.

Mr. Vaughan discussed that the Board had approved entering into a contract with Fort Bend County (the "County") to administer the District's 2024 Directors Election.

Following review and discussion, Director Stoner moved to: (1) accept the Certificate Declaring Unopposed Status of Candidates for Election to the Board of Directors and direct that the Certificate be filed appropriately and retained in the District's official records; (2) adopt the Order Cancelling Election and Declaring Unopposed Candidates Elected to Office, authorize the Secretary's agent to post the Order Cancelling, as required, and direct that the Order Cancelling 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 4, 2024, Directors Election. Director Yokubaitis seconded the motion, which passed unanimously.

#### CONFIRM DATE AND TIME OF NEXT MEETING

The Board concurred to hold the next regular meeting on April 9, 2024, at 12:30 p.m.

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

/s/ Sandra Weider  
Secretary, Board of Directors

(SEAL)



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