

## **HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 122**

Minutes of Meeting of Board of Directors

July 24, 2024

The Board of Directors ("Board") of Harris County Municipal Utility District No. 122 ("District") met in regular session at 1300 Post Oak Boulevard, Suite 2500, Houston, Harris County, Texas on July 24, 2024, in accordance with the duly posted notice of public meeting, and the roll was called of the duly constituted officers and members of said Board of Directors, as follows:

Joycelyn Barnes Reese, President  
Ronald F. Bennett, Vice-President  
James H. Ragan, Jr., Secretary  
John Hoxie, Assistant Secretary  
John R. Marshall, Assistant Secretary

all of said persons were present, except for Director Ragan, thus constituting a quorum.

Also present were Patty Rodriguez of Bob Leared Interests, Inc. ("BLI"); Yaneth Cooper of Municipal Accounts & Consulting, L.P. ("MAC"); Sabrina Alaquinez of Inframark, LLC ("Inframark"); Jennifer Hicks of Accurate Meter & Supply ("Accurate"); Rebecca Watkins and Kierstyn Bonham of Quiddity Engineering LLC ("Quiddity"); Joyce Bennett, a member of the public; and Abraham Rubinsky and Charlotte Griffiths of Schwartz, Page & Harding, L.L.P. ("SPH").

The President called the meeting to order and declared it open for such business as might regularly come before it.

### **PUBLIC COMMENTS**

The Board began by opening the meeting for public comments. There being no comments from the public, the Board continued to the next item of business.

### **APPROVAL OF MINUTES**

The Board considered the review and approval of the minutes of its meeting held on June 26, 2024. After discussion, Director Hoxie moved that the minutes of the Board's meeting held on June 26, 2024, be approved, as written. Director Reese seconded said motion, which carried by a vote of three (3) in favor with Director Marshall abstaining.

### **TAX ASSESSOR/COLLECTOR'S REPORT**

Ms. Rodriguez presented to and reviewed with the Board the Tax Assessor/Collector's Report for the period ended June 30, 2024, which is attached hereto as **Exhibit A**, including the disbursements presented for payment from the Tax Account. After discussion, Director Marshall moved that the Tax Assessor/Collector's Report be approved, and the disbursements identified in

said report be approved for payment from the Tax Account. Director Hoxie seconded said motion, which unanimously carried.

### **REPORT AND LEGAL ACTION TAKEN BY THE DISTRICT'S DELINQUENT TAX COLLECTIONS ATTORNEY**

Mr. Rubinsky presented to and reviewed with the Board a Delinquent Tax Report received from Perdue Brandon Fielder Collins & Mott, L.L.P., the District's Delinquent Tax Collections attorney, dated July 24, 2024, a copy of which is attached hereto as **Exhibit B**. After discussion, the Board concurred that no action was required by the Board in connection therewith.

### **BOOKKEEPER'S REPORT**

Ms. Cooper presented to and reviewed with the Board the Bookkeeper's Report dated July 24, 2024, a copy of which attached hereto as **Exhibit C**. After discussion, Director Reese moved that the Bookkeeper's Report be approved and that the disbursements listed therein be approved for payment, except for check no. 10113, which was voided. Director Marshall seconded said motion, which unanimously carried.

Ms. Cooper presented to and reviewed with the Board a Quarterly Investment Inventory Report, prepared by MA&C, for the reporting period ending May 31, 2024, a copy of which is attached to **Exhibit C**. After review of the Quarterly Investment Inventory Report and upon motion duly made by Director Reese, seconded by Director Marshall and unanimously carried, said Quarterly Investment Inventory Report was approved and the District's Investment Officer was authorized to execute same on behalf of the Board and the District.

Ms. Cooper next presented to and reviewed with the Board a draft operating budget, prepared by MA&C, for the District's fiscal year ending August 31, 2025, a copy of which is attached to **Exhibit C**. Ms. Cooper requested that the Board and District consultants review the proposed budget and submit any recommended revisions to same to MA&C prior to the Board's next meeting, when the Board will consider the adoption of the budget. Ms. Cooper noted that she will also forward the draft operating budget to the District's Financial Advisor, John Howell of The GMS Group, LLC, for review and comment.

### **OPERATIONS AND MAINTENANCE REPORT**

Ms. Alaquez presented to and reviewed with the Board the Operations and Maintenance Report for the month of June 2024, a copy of which is attached hereto as **Exhibit D**, and discussed with the Board the various matters contained therein. Director Marshall inquired whether the City of Missouri City's garbage contractor, GFL, will be picking up storm debris resulting from Hurricane Beryl. Ms. Alaquez advised that the GFL is collecting household trash and heavy/bulk items, but not storm debris. She advised that Harris County is picking up storm debris. Director Marshall requested that Inframark send a text and e-mail blast to the District's customers regarding the situation as many residents are upset that GFL is not picking up the storm debris. Ms. Alaquez next reviewed with the Board the delinquent accounts for the prior month. Following discussion, Director Marshall moved that Inframark be authorized to (i) refer one (1) account totaling \$173.49 to collections, and (ii) communicate the situation regarding the collection of storm debris to the

District's residents via text and/or e-mail messaging. Director Reese seconded said motion, which unanimously carried.

The Board next considered the possible replacement of the District's current water meters with electronic smart meters and Inframark's recommendations in connection with same. Ms. Alaquez introduced Ms. Hicks who presented to and reviewed with the Board a brochure, attached hereto as **Exhibit E**, regarding the benefits associated with the use of electronic versus conventional disc water meters, and various details related to the installation and service of electronic meters. Following the presentation, the Board requested that Ms. Hicks put together a formal proposal for the installation and service of Badger electronic smart meters throughout the District for consideration at the September 25, 2024 Board of Directors Meeting.

### **REVIEW OF DROUGHT CONTINGENCY PLAN**

Mr. Rubinsky reminded the Board that the District must review its Drought Contingency Plan ("DCP") for required updates no less than every five (5) years as required by applicable rules of the TCEQ. After discussion, the Board concurred to defer review of the DCP until its next meeting.

### **ENGINEERING REPORT**

Ms. Watkins presented to and reviewed with the Board a written Engineering Report dated July 24, 2024, a copy of which is attached hereto as **Exhibit F**, and discussed with the Board the various matters contained therein. Ms. Watkins also presented and reviewed with the Board a Scope Memo related to the preparation of a re-rating analysis and a siting study related to the District's Wastewater Treatment Plant and the proposed improvements thereto, Following discussion, Director Marshall moved that Quiddity be authorized to prepare a Wastewater Treatment Plant Re-Rating Analysis and Siting Study for a total cost not to exceed \$50,500 with an estimated delivery time of 120 calendar days. Director Bennett seconded the motion, which unanimously carried.

### **DEVELOPER'S REPORT**

The Board deferred consideration of the Developer's Report, as no representative of any developer within the District was present at the meeting.

### **REQUESTS FOR UTILITY COMMITMENTS**

Mr. Rubinsky noted that there had been no requests for utility commitments and, therefore, no action is required of the Board at this time in connection with same.

### **REVIEW OF MEMORANDUM REGARDING ELECTRONIC STORAGE OF DISTRICT'S RECORDS AND APPROVAL OF RESOLUTION ADOPTING RECORDS**

## **RETENTION SCHEDULES AND POLICIES AND PROCEDURES FOR ELECTRONIC STORAGE OF SAME**

Mr. Rubinsky presented to and reviewed with the Board a Memorandum from SPH, which is attached hereto as **Exhibit G**, regarding the legal requirements to electronically store District records and destroy the paper copies of such records. In this regard, he recommended that the Board approve the Resolution Adopting Records Retention Schedules and Policies and Procedures for Electronic Storage of District Records attached hereto as **Exhibit H** (the "Records Resolution"). After discussion, Director Hoxie moved to approve the Records Resolution. Director Bennett seconded the motion, which unanimously carried.

## **RECORDS DESTRUCTION REQUEST**

The Board deferred consideration of the Records Destruction Request as Director Ragan, the District's Records Management Officer, was not in attendance to present same to the Board.

## **ATTORNEY'S REPORT**

The Board considered the attorney's report. At the Board's request, Mr. Rubinsky discussed several options related to the rescheduling of the Board's November and December meetings. Following discussion, the Board agreed to discuss the proposed special meeting dates for the November and December Board meetings at next month's meeting.

## **CLOSED SESSION**

The Board determined it would not be necessary to enter into Closed Session at this time.

## **FUTURE AGENDA ITEMS**

The Board considered items for placement on a future agenda. No specific agenda items, other than routine and ongoing matters were requested.


## **ADDITIONAL PUBLIC COMMENTS**

Director Marshall requested that the Board consider additional public comments. Following discussion, the Board concurred to receive additional public comments at this time. Director Marshall reported that his water bill dated April 29, 2024 had been unusually high, which he suspected was the result of the unauthorized use of water from his residence when he observed a construction vehicle (concrete truck) filling its tank outside his home during the same billing cycle. Following discussion regarding the customer's typical usage and the amount of water used during the subject billing period, Director Reese moved to authorize Inframark to credit \$66.50 to

Mr. Marshall's account. Director Hoxie seconded the motion, which carried by a vote of three (3) in favor and none (0) opposed, with Director Marshall abstaining.

**ADJOURNMENT**

There being no further business to come before the Board, upon motion made by Director Reese, seconded by Director Marshall and unanimously carried, the meeting was adjourned.

  
Assistant Secretary

(SEAL)

737515



List of Attachments to  
Harris County Municipal Utility District No. 122  
Minutes of Meeting of July 24, 2024

- Exhibit A Tax Assessor-Collector's Report
- Exhibit B Delinquent Tax Collections Attorney's Report
- Exhibit C Bookkeeper's Report
- Exhibit D Operator's Report
- Exhibit E Electronic Smart Meter Brochure
- Exhibit F Engineer's Report
- Exhibit G Memorandum Regarding Electronic Storage of District Records
- Exhibit H Resolution Adopting Records Retention Schedules and Policies and Procedures for Electronic Storage of Same