

MINUTES
FORT BEND COUNTY MUNICIPAL UTILITY DISTRICT NO. 116

June 4, 2024

The Board of Directors (the “Board”) of Fort Bend County Municipal Utility District No. 116 (the “District”) met in regular session, open to the public, at the offices of Allen Boone Humphries Robinson LLP, 3200 Southwest Freeway, Suite 2600, Houston, Texas, outside the boundaries of the District, on the 4th day of June, 2024, and the roll was called of the members of the Board:

Chad Millis	President
Dallas Duffy	Vice President
Angela W. Riley	Secretary
Dr. John Knight	Assistant Secretary
Jesse Matthews	Assistant Vice President

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

Also attending the meeting in person or via teleconference were Lynn Franklin, a resident of the District; Jack Gronberg and Denise Gronberg, members of the public; Ryan Fortner with Revenue Management Services; Angie Hartwell and Danae Dehoyos of Touchstone District Services (“Touchstone”); Isabel Mata and Johnnie Thompson of Wheeler & Associates, Inc.; Mary Ann Mihills of Municipal Accounts & Consulting LP; Rick Marriott of Si Environmental LLC (“Si”); Asim Tufail of Blackline Engineering, LLC (“Blackline”); and Adisa Harrington and Kathryn Blanton of Allen Boone Humphries Robinson LLP (“ABHR”).

Ms. Harrington noted that while this is an in-person meeting of the Board, certain consultants and/or members of the public are attending by teleconference.

PUBLIC COMMENT

Mr. Duffy opened the meeting for public comments.

Ms. Franklin stated that she is having difficulty obtaining a new recycling bin from Best Trash LLC (“Best Trash”). Ms. Blanton stated that she will contact Best Trash on Ms. Franklin’s behalf.

There being no further comments from the public, Mr. Duffy closed public comments.

CONSENT AGENDA

The minutes of the May 7, 2024, regular meeting and consultant reports were provided in advance of the meeting. Following discussion, Director Matthews moved to approve the following consent items: (1) the minutes of the May 7, 2024, regular meeting, as

submitted; (2) financial and bookkeeping matters; (3) tax assessment and collection matters; (4) authorization for the delinquent tax attorney to proceed with collection of delinquent taxes; (5) the Annual Report and authorize filing of same in accordance with the District's Continuing Disclosure of Information Agreement and as required by SEC rule 15c2-12; (6) the City of Richmond (the "City") operations report; and (7) direct that, where appropriate, items are filed appropriately and retained in the District's official records. Director Knight seconded the motion, which passed unanimously. Copies of all reports approved as part of the consent agenda are attached.

Ms. Harrington noted that no changes are recommended to the District's Procedures for Continuing Disclosure Compliance at this time.

ITEMS REMOVED FROM CONSENT AGENDA

There were no items removed from the consent agenda.

ENGINEER'S REPORT/ANNEXATION MATTERS

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

Mr. Tufail reported on bids for the District Facilities Fence Repairs. He recommended awarding the contract to the lowest bidder for custom mold fencing, Republic Masonry & Fencing ("Republic") for the contract amount of \$382,280.90.

Director Millis abstained from deliberations, noting that he owns Republic. The remainder of the Board of Directors concurred that, in its judgement, Republic was a responsible bidder who would be most advantageous to the District and would result in the best and most economical completion of the project. Following review and discussion, Director Duffy moved to award the contract for custom mold concrete fencing for District facilities to Republic, in the amount of \$382,280.90, subject to confirmation of 25-year warranty. Director Riley seconded the motion. The motion passed with all Directors voting in favor of the motion, except for Director Millis, who abstained from voting.

Mr. Tufail provided an update regarding the City's recent re-rating of the Wastewater Treatment Plant permit. He reported that the previous plant rating was 0.95 million gallons per day ("MGD"), and the new plant rating is 1.22 MGD. He noted that

Mr. Tufail and Ms. Harrington updated the Board regarding pending updates to the Regional Wastewater Treatment Plant Agreement, noting that the connection counts and pro-rata shares need to be revised in addition to other updates. Ms. Harrington noted that she and Mr. Tufail are reviewing a draft Second Amended Regional Wastewater Treatment Plant Agreement that was recently provided by the City.

Mr. Tufail and Ms. Harrington provided an update regarding the pending land conveyances for the trail system. Mr. Tufail reviewed acquisition possibility and phase exhibits. Ms. Harrington introduced Mr. and Mrs. Gronberg, noting that they own a tract of land adjacent to the District that is needed for the trail system. Mr. Gronberg expressed

interest in discussing potential conveyance of the land to the District for the trail system, as well as potential annexation of additional adjacent acreage owned by the Gronbergs. Discussion ensued.

Mr. Tufail provided an update regarding the re-evaluation of the District water supply system. He reported that Blackline has completed the evaluation of capacity and connection availability and is preparing an updated Second Water Plant estimate.

Mr. Tufail stated that construction is nearing completion at the Territory at Williams Way.

Mr. Tufail provided an update regarding the 9er's Restaurant located at 6430 Sansbury Road, stating that Blackline is awaiting final approved plans.

Mr. Tufail discussed the potential annexation of a 17.5-acre tract along Crabb River Road for multi-family development, stating that the feasibility study is underway.

Mr. Tufail then discussed the potential annexation of an 8.7-acre tract along Farm-to-Market Road 762 and Williams Way for multi-family development. He then reviewed a draft feasibility report. It was noted that the District is unable to provide water service to any potential annexation tracts unless or until a second water plant is constructed. No Board action was taken.

Mr. Tufail reported on the GIS System, stating that the latest work orders have been submitted.

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

ADDITIONAL FINANCIAL AND BOOKKEEPING MATTERS

Ms. Mihills requested Board authorization to disburse Director Millis' per diem for attending today's meeting via video conference. She then reviewed the current budget for District fence repairs. Following review and discussion, Director Duffy moved to authorize disbursement of Director Millis' per diem. Director Matthews seconded the motion, which passed unanimously.

ADDITIONAL TAX ASSESSMENT AND COLLECTION MATTERS

Ms. Mata updated the Board on the current tax collections.

Mr. Fortner provided an update to the Board regarding the most recent tax report from the City.

OPERATOR’S REPORT

Mr. Marriott reviewed the operator’s report with the Board, including monthly repair and maintenance items, as outlined in the report. A copy of the operator’s report is attached. He stated the water accountability for the last billing period was 98.17%.

Mr. Marriott 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 Riley moved to: (1) approve the operator’s report; (2) authorize termination of delinquent accounts, in accordance with the District’s Rate Order; and (3) direct that the delinquent customer list be filed appropriately and retained in the District’s official records. Director Matthews seconded the motion, which passed unanimously.

INTERLOCAL AGREEMENT WITH FORT BEND SUBSIDENCE DISTRICT

The Board reviewed an Interlocal Agreement with Fort Bend Subsidence District for the Water Conservation Education Program for the 2024-2025 school year (the “Interlocal Agreement”). After discussion, Director Duffy moved to approve the Interlocal Agreement. Director Knight seconded the motion, which passed unanimously.

DISTRICT WEBSITE AND COMMUNICATION MATTERS

Ms. Hartwell reviewed Touchstone’s monthly communications report, a copy of which is attached.

CITY PRESENTATION REGARDING AUTOMATIC METER READING

No City representatives were present at the meeting to make a presentation.

The Board concurred to hold the next meeting on July 2, 2024, at 12:00 p.m.

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

Secretary, Board of Directors

(SEAL)

LIST OF ATTACHMENTS TO MINUTES

	Minutes
	<u>Page</u>
Bookkeeper's report	2
Tax assessor/collector's report and delinquent tax roll	2
City of Richmond operations report	2
Engineer's report	2
Operator's report	4
Website and communications report	4