MINUTES
FORT BEND COUNTY MUNICIPAL UTILITY DISTRICT NO. 116

May 3, 2022

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 2400, Houston, Texas, outside the boundaries of the District, on the 3rd day of May, 2022, and the roll was called of the members of the Board:

Chad Millis	President
Dallas Duffy	Vice President
Angela Wood	Secretary
Kafi Dalcour	Assistant Secretary
Jesse Matthews	Assistant Vice President

and all of the above were present, including Director Dalcour, who participated via videoconference, thus constituting a quorum.

Also attending the meeting in person or by telephone were Angie Hartwell of Touchstone District Services ("Touchstone"); Isabel Mata of Wheeler & Associates, Inc. ("Wheeler"); Mary Ann Mihills of Municipal Accounts & Consulting LP ("MAC"); Rick Marriott of Si Environmental, LLC ("Si"); Asim Tufail of Blackline Engineering, LLC ("Blackline"); Kathryn Foss of Municipal Financial Services ("MFS"); Ryan Fortner of Revenue Management Services ("RMS"); Justin Klump of Storm Water Solutions ("SWS"); and Adisa Harrington, Lynne Humphries, and Lelia Pappas 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

There being no comments from the public, the Board moved to the next agenda item.

CONSENT AGENDA

The minutes of the April 5, 2022, regular meeting and consultant reports were provided in advance of the meeting. After discussion, Director Duffy moved to approve the following consent items: (1) the minutes of the April 5, 2022, regular meeting, as submitted; (2) District development matters; (3) financial and bookkeeping matters; (4) tax assessment and collection matters; (5) the City of Richmond Regional Wastewater Treatment Plant ("RWWTP") operations report; and (6) direct that, where appropriate, items are filed appropriately and retained in the District's official records. Director Matthews seconded the motion, which passed unanimously. Copies of all reports approved as part of the consent agenda are attached.

ITEMS REMOVED FROM CONSENT AGENDA

There were no items removed from the consent agenda.

EVO REPORT AND 10-YEAR BUDGET ANALYSIS

Ms. Foss presented and reviewed a proposal for compilation of an EVO Report and preparation of a 10-Year Budget Analysis, a copy of which is attached. She stated an EVO Report will capture the District's financial, operational, and tax data and convert it into representational charts, graphs, and "dashboard" summaries, as well as provide data from similar districts, to assist directors with financial planning and budgeting. Discussion ensued, and Ms. Foss answered questions from the Board. Following review and discussion, Director Millis moved to approve the proposals for compilation of an EVO Report and preparation of a 10-Year Budget Analysis. Director Wood seconded the motion, which passed unanimously.

Discussion ensued regarding the District's Capital Improvement Plan ("CIP")

Discussion ensued regarding the District's budget, financial reserves, and strategic planning.

The Board considered assembling a budget planning committee and, after discussion, concurred that they will designate two Board members to serve on the committee at the June Board meeting.

GARBAGE COLLECTION AND RECYCLING SERVICES

The Board reviewed a report provided in advance by Texas Pride Disposal, a copy of which is attached. Discussion ensued regarding service issues since the last board meeting.

ASSOCIATION OF WATER BOARD DIRECTORS ("AWBD") SUMMER CONFERENCE

Ms. Harrington discussed the District's Travel Reimbursement Guidelines in preparation for the AWBD summer conference. After review and discussion, Director Duffy moved to authorize the directors attending the conference to receive up to four per diems, three nights of hotel expense, and reimbursement of reasonable meals during the conference, all to be submitted in accordance with the District's Travel Reimbursement Guidelines. Director Wood seconded the motion, which passed unanimously.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Mihills reviewed the District's expenses for the month of April.

ADDITIONAL TAX ASSESSMENT AND COLLECTION MATTERS

Ms. Mata generally discussed the status of tax collections for the 2021 tax year.

REVENUE MANAGEMENT SERVICES

Mr. Fortner presented and reviewed a Q2 ("Second Quarter") Strategic Partnership Agreement Audit, a copy of which is attached. After review and discussion, Director Matthews moved to accept the Second Quarter Strategic Partnership Agreement Audit. Director Duffy seconded the motion, which passed unanimously.

Director Dalcour left the meeting.

OPERATOR'S REPORT; TERMINATION OF WATER AND SEWER SERVICE TO DELINQUENT CUSTOMERS

Mr. Marriott reviewed the operator's report with the Board, including monthly repair and maintenance items. A copy of the operator's report is attached. He stated the water accountability for the last billing period was 98.51%.

Mr. Marriott reported that the manhole survey showed 44 manholes in need of repair for an approximate cost of $77,000 for all 44 repairs, noting that the price may increase due to the rising cost of cement. Mr. Marriott distributed photographs of various manholes needing repair, copies of which are attached. Discussion ensued and the Board requested that Mr. Marriott present a repair schedule prioritizing the most hazardous manholes at the June Board meeting.

Mr. Marriott discussed the fence at Lift Station No. 3 that needs repair. He estimated the repairs to cost approximately $8,400. Discussion ensued.

Mr. Marriott then reviewed the Consumer Confidence Report ("CCR") with the Board, a copy of which is attached to the operator's report. He reported that the District's drinking water is regulated by the Texas Commission on Environmental Quality ("TCEQ") to ensure the water is meeting all of the requirements as stated in the Federal Drinking Water Standards, which also requires the District to provide a CCR to residents in the District regarding the status of the drinking water. Mr. Marriott reported that the CCR will be provided with this month's utility bill. The Board requested that Touchstone post the CCR on the District's website and considered, in the future, only adding a web link to the CCR on water bills rather than mailing a copy to each resident.

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.

After review and discussion, Director Duffy moved to (1) approve the operator's report; (2) approve the CCR, authorize the operator to mail a copy the CCR with the May water bills, and direct that the CCR be filed appropriately and retained in the District's official records; and (3) 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 Matthews seconded the motion, and the motion passed unanimously, with Director Dalcour being absent from the vote.

ENGINEER'S REPORT

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

Mr. Tufail provided an update regarding previously approved projects, developer projects, the Fort Bend County Levee Improvement District No. 11 levee raising, and certain annexation matters.

Mr. Tufail reviewed a map of the proposed Water Plant No. 2 site, a copy of which is included in the engineering report. Mr. Tufail noted that the previously discussed 0.99-acre site is not big enough and stated that the new proposed area is 2.72 acres, as shown on the map.

Ms. Harrington discussed past and future annexations by the District and concerns over whether the City of Richmond will continue to consent to annexations. Discussion ensued.

Discussion ensued regarding what District facilities need fence replacement or repair.

Director Duffy left the Board meeting.

After review and discussion, and based upon the engineer's recommendation, Director Matthews moved to (1) approve the engineer's report; and (2) authorize the engineer to rebid the fencing project to include all District facilities that need replacement fences. The motion was seconded by Director Wood and passed unanimously, with Directors Dalcour and Duffy being absent from the vote.

PHASE II SMALL MS4 GENERAL PERMIT AND STORM WATER MANAGEMENT PLAN

Mr. Klump reported that he expects the District's Storm Water Management Plan to be approved by the TCEQ by the end of 2022.

REPORT FROM STORM WATER SOLUTIONS

Mr. Klump provided an update from SWS regarding the status of construction site monitoring.

Mr. Klump review a proposal for Maintenance and Storm Water Quality Management Services, including mowing and handiwork and overseeding and fertilizing, a copy of which is attached. He requested an annual billing increase due to the rising cost of materials. After discussion, Director Millis moved to approve the mowing and handiwork services and decline the overseeding and fertilizing services. Director Wood seconded the motion, which passed unanimously, with Directors Dalcour and Duffy being absent from the vote.

The Board requested that Mr. Klump provide to ABHR a revised copy of the proposal showing only the Mowing and Handiwork services.

APPROVE OUT-OF-DISTRICT SERVICE AGREEMENT WITH FORT BEND COUNTY ROAD AND BRIDGE

The Board deferred action on this agenda item.

PARK AND RECREATIONAL FACILITIES

Ms. Harrington provided an update regarding land conveyance matters relating to the proposed trail system.

DISTRICT WEBSITE AND COMMUNICATION MATTERS

Ms. Hartwell reviewed Touchstone's monthly communications report, a copy of which is attached. Ms. Hartwell discussed hosting a District shred event for residents in August or September of this year and stated that she will work with Texas Pride Disposal to coordinate scheduling the event.

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

Asst. Secretary, Board of Directors

(SEAL)

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