

MINUTES
FORT BEND COUNTY MUNICIPAL UTILITY DISTRICT NO. 116

June 13, 2023

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 13th day of June, 2023, and the roll was called of the members of the Board:

Chad Millis	President
Dallas Duffy	Vice President
Angela W. Riley	Secretary
Kafi Dalcour	Assistant Secretary
Jesse Matthews	Assistant Vice President

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

Also attending the meeting in person or by teleconference were Lynn Franklin, a resident of the District; Dane Turner with Best Trash LLC ("Best Trash"); Angie Hartwell of Touchstone District Services ("Touchstone"); Isabel Mata and Donna Washington of Wheeler & Associates, Inc.; Mary Ann Mihills of Municipal Accounts & Consulting LP ("MAC"); 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

Director Matthews reported that the Lakes of Williams Ranch Owners Association ("LOWROA") will be conducting a reserve study. He stated that the company conducting the survey sent an aerial view of the property to LOWROA, which did not include a tract of land located near the entrance of the gated section. He further stated that LOWROA is requesting the District take over maintenance and mowing of the tract. Ms. Harrington requested that LOWROA confirm the current maintenance and mowing fees for the tract. The Board directed Mr. Tufail to conduct a site visit to verify if District drainage is located on the tract. Mr. Tufail stated that he will conduct a Fort Bend Central Appraisal District search to verify which medians are owned by the homeowners associations.

CONSENT AGENDA

The minutes of the May 2, 2023, regular meeting and consultant reports were provided in advance of the meeting. Ms. Harrington discussed the Annual Report containing updated financial and operating data to be filed in accordance with the

continuing disclosure provisions contained in the bond resolutions. She then reviewed the District's procedures for continuing disclosure compliance and stated that no changes are required at this time. After discussion, Director Matthews moved to approve the following consent items (1) the minutes of the May 2, 2023, regular meeting, as submitted; (2) District development matters; (3) financial and bookkeeping matters; (4) tax assessment and collection matters; (5) authorize the delinquent tax attorney to proceed with collection of delinquent taxes; (6) the Annual Report and authorize filing of same in accordance with the District's Continuing Disclosure of Information Agreement as required by SEC rule 15c2-12; (7) the City of Richmond (the "City") operations report; and (8) direct that, where appropriate, items are filed appropriately and retained in the District's official records. Director Duffy seconded the motion, which passed unanimously. Copies of all reports approved as part of the consent agenda are attached.

ITEMS REMOVED FROM CONSENT AGENDA

No items were removed from the consent agenda.

GARBAGE COLLECTION AND RECYCLING SERVICES

Mr. Turner discussed resident correspondence regarding the wheels on the recycling bins, stating that the resident's recycling bin has been repaired. He reported that the manufacturer has since remedied the design issue with the recycling bins. He stated that Best Trash will be monitoring for damaged recycling bins and will repair as needed.

ADDITIONAL FINANCIAL AND BOOKKEEPING MATTERS

Ms. Mihills reported that CTE - Pet Suites has an outstanding balance of \$9,070.53, and that MAC has sent an invoice requesting payment. She added that DPEG Williams Way has paid its outstanding balance.

ADDITIONAL TAX ASSESSMENT AND COLLECTION MATTERS

Ms. Mata discussed the status of tax collections for the 2022 tax year. She requested authorization from the Board for the delinquent tax attorney to post 830 Stevens Creek Lane for tax sale due to delinquent taxes, at no additional cost to the District. Following review and discussion, Director Duffy moved to authorize the delinquent tax attorney to post 830 Stevens Creek Lane for tax sale due to delinquent taxes. Director Riley seconded the motion, which passed unanimously.

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 95.15%.

Mr. Marriott discussed significant repairs to five tap lines and provided an update regarding the status of Board-approved sanitary sewer manhole repairs identified in the survey.

Mr. Marriott requested authorization for Si to complete necessary fire hydrant repairs in an amount not to exceed \$6,000.00.

Director Millis joined the meeting.

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.

Mr. Marriott presented a resident appeal for a leak adjustment on high water bills during the months of July, August and September of 2022.

Following review and discussion, Director Duffy moved to (1) approve the operator's report; (2) authorize Si to complete the fire hydrant repairs in an amount not to exceed \$6,000.00; (3) deny the resident request for an adjustment on high water usage bills during the months of July, August and September of 2022; (4) authorize termination of delinquent accounts, in accordance with the District's Rate Order; and (5) 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.

ENGINEER'S REPORT

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

Mr. Tufail then discussed the plans and specifications for the water plant no. 1 fence repair, noting that the current estimated cost is \$500,000.00. He recommended monitoring construction pricing and bidding on the project later this year.

Mr. Tufail provided an update regarding the City Wastewater Treatment Plant, stating that Blackline is evaluating the increase in wet hauling cost. He reported that the City is seeking to re-rate the Wastewater Treatment Plant permit in order to accommodate new development. Mr. Tufail recommended reviewing and revising the Regional Wastewater Treatment Plant Agreement to reflect the expanded capacity and new pro rata shares between the District and the City. Discussion ensued.

Mr. Tufail provided an update regarding the trail system survey work, stating that Blackline is awaiting further instructions. Ms. Harrington reported that ABHR is coordinating with Land Tejas Development to resolve ownership issues associated with certain tracts to be conveyed to the District for the trail system.

Mr. Tufail provided an update regarding the City's Utility Extension Project located at Williams Way Boulevard and Highway 59, stating that Blackline is reviewing the plans for discharge into the Wastewater Treatment Plant.

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

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

Following review and discussion, Director Riley moved to (1) approve the engineer's report; and (2) authorize ABHR and Blackline to work with the City to revise the Regional Wastewater Treatment Plant Agreement to reflect the expanded capacity and new pro rata shares. Director Duffy seconded the motion, which passed unanimously.

PHASE II SMALL MS4 GENERAL PERMIT AND STORM WATER MANAGEMENT PLAN

There was no discussion regarding this matter.

DISTRICT WEBSITE AND COMMUNICATION MATTERS

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

Ms. Hartwell requested authorization to post a hurricane preparedness article on the District website.

After review and discussion, Director Millis moved to (1) accept the communications report; and (2) authorize Touchstone to post a hurricane preparedness article on the District website. Director Matthews seconded the motion, which passed unanimously.

ADDITIONAL FINANCIAL AND BOOKKEEPING MATTERS


Ms. Mihills stated that Director Dalcour will not be attending the Association of Water Board Directors summer conference, and the District will be receiving a refund for her registration fee. The Board concurred for Director Dalcour to receive a per diem for her participation in the May parks committee webinar.

The Board concurred to hold the next meeting on July 11, 2023, at 11:00 a.m.

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

(SEAL)




Secretary, Board of Directors

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