

MINUTES
FORT BEND COUNTY MUNICIPAL UTILITY DISTRICT NO. 116

September 12, 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 12th day of September, 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 Directors Millis and Dalcour, thus constituting a quorum.

Also attending the meeting in person or by teleconference were Lynn Franklin, a resident of the District; Angie Hartwell of Touchstone District Services (“Touchstone”); Chase Eastland of Masterson Advisors LLC; Ryan Fortner of Revenue Management Services (“RMS”); Isabel Mata of Wheeler & Associates, Inc.; Mary Ann Mihills of Municipal Accounts & Consulting LP; Rick Marriott of Si Environmental LLC; 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

There were no public comments.

CONSENT AGENDA

The minutes of the August 1, 2023, regular meeting and consultant reports were provided in advance of the meeting. Following discussion, Director Riley moved to approve the following consent items: (1) the minutes of the August 1, 2023, regular meeting, as submitted; (2) District development matters; (3) financial and bookkeeping matters; (4) tax assessment and collection matters; (5) the City of Richmond (the “City”) 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

No items were removed from the consent agenda.

ADDITIONAL FINANCIAL AND BOOKKEEPING MATTERS

There were no additional financial and bookkeeping matters.

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 92.59%.

Mr. Marriott discussed significant repairs, as reflected in the operator's report.

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 Duffy 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 Riley seconded the motion, which passed unanimously.

ADDITIONAL TAX ASSESSMENT AND COLLECTION MATTERS

Ms. Mata reported on a delinquent tax accounts that is now under an installment payment plan.

CONDUCT PUBLIC HEARING REGARDING DISTRICT'S TAX RATE, ADOPT ORDER LEVYING TAXES, AND AUTHORIZE EXECUTION OF AMENDMENT TO INFORMATION FORM

Ms. Eastland stated that notice was published of the public hearing to be held at today's meeting regarding adoption of the District's proposed 2023 total tax rate of \$0.76.

Ms. Harrington opened the public hearing. There being no comments from the public, Ms. Harrington closed the public hearing.

Ms. Harrington presented an Order Levying Taxes reflecting the proposed 2023 tax rate. She then presented an Amendment to Information Form reflecting the tax rate and stated that the Amendment will be filed with the Texas Commission on Environmental Quality and recorded in the Official Public Records of Fort Bend County.

Following review and discussion, Director Duffy moved to: (1) adopt the Order Levying Taxes reflecting a total 2023 tax rate of \$0.76 per \$100 of assessed valuation, comprised of \$0.32 to pay debt service on water, sewer, and drainage bonds, and \$0.44 for operations and maintenance; (2) authorize execution of the Amendment to Information Form; and (3) direct that the Order and Amendment be filed appropriately and retained in the District's official records. Director Riley seconded the motion, which passed unanimously.

REVENUE MANAGEMENT SERVICES

Mr. Fortner presented and reviewed an Amended and Restated Agreement for Services for Sales Tax Monitoring with RMS (the "Agreement"). He responded to Director questions and comments. Following discussion, Director Duffy moved to approve the Agreement and direct that the Agreement be filed appropriately and retained in the District's official records. Director Riley 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 provided an update regarding the Water and Sanitary Sewer Extensions near Williams Way and the City Wastewater Treatment Plant. He stated that the one-year acceptance inspection was completed with the City and the contractor addressed the punch list items. He then reported that Blackline is coordinating the final inspection with the City.

Mr. Tufail provided an update regarding the City Wastewater Treatment Plant, noting that Blackline is monitoring sludge hauling costs. He then updated the Board on the City's recent re-rating of the Wastewater Treatment Plant permit. Ms. Harrington added that she has reached out to the City of Richmond regarding the need to amend the Regional Wastewater Treatment Plant Agreement to reflect the expanded capacity and new pro rata shares.

Mr. Tufail provided an update regarding the trail system survey work, stating that Blackline is awaiting further instructions.

Mr. Tufail provided an update regarding the City's Utility Extension Project located at Williams Way Boulevard and Highway 59, stating that Blackline reviewed the plans for discharge into the Wastewater Treatment Plant, issued a letter of no objection, and is awaiting further requests.

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

Mr. Tufail discussed the potential annexation of a 17.5 acre tract to be developed as multi-family. He reported that Blackline has contacted the City's engineer regarding the potential construction of an additional water plant and is awaiting a response.

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

Ms. Harrington provided an update regarding the pending land conveyances for the trail system, stating 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. She stated that KGA Deforest is preparing exhibits regarding fence options and access points.

Following review and discussion, Director Duffy moved to approve the engineer's report. Director Matthews 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.

The Board concurred to hold the next meeting on October 3, 2023, 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)

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