

**RICEWOOD MUNICIPAL UTILITY DISTRICT**  
**Minutes of Meeting of Board of Directors**  
**September 17, 2024**

The Board of Directors (the "Board") of Ricewood Municipal Utility District (the "District") met in regular session, open to the public on September 17, 2024, at 1300 Post Oak Boulevard, Suite 2500, Houston, Harris County, Texas, in accordance with the duly posted notice of meeting thereof, and the roll was called of the duly constituted members of said Board of Directors, as follows:

Stephen Marcum, Vice President  
Carrie Prudhomme, Secretary  
Elaine Mundy, Assistant Secretary  
Shelli Flores, Director

all of whom were present, thus constituting a quorum.

Also attending the meeting were: Jessica Preston of Municipal Accounts & Consulting, L.P. ("MAC"); Mirna Bonilla-Odums of Inframark, LLC ("Inframark"); Jeff Vogler of Vogler & Spencer Engineering ("VSE"); Lucian Landerville and Leslie Mendez of Equi-Tax, Inc. ("Equi-Tax"); Michael Willett of Touchstone District Services, LLC ("Touchstone"); Michael Murr of Murr Incorporated ("MI") and Park Rangers, LLC ("PR"); Michelle Kincer of Storm Water Solutions, LLC ("SWS"); Christine Crotwell of Masterson Advisors LLC ("Masterson"); and Rick Barker and Katherine Edwards of Schwartz, Page & Harding, L.L.P. ("SPH"). Ms. Kincer entered the meeting after it was called to order as noted below.

In absence of the President, the Vice President called the meeting to order and declared it open for such business as might regularly come before the Board.

**PUBLIC COMMENTS**

After noting that there were no members of the general public in attendance, the Board moved to the next item of business.

**MINUTES**

The Board next considered approval of the minutes of its meeting held on August 20, 2024. After discussion, Director Prudhomme moved that such minutes be approved, as written. Director Flores seconded said motion, which carried unanimously.

**RE-ORGANIZATION OF THE BOARD**

The Board considered reorganization of the Board of Directors. Mr. Barker called for a nomination of President, whereupon Director Marcum was nominated. There being no further nominations for President, the nominations were closed. Mr. Barker called for a nomination of

Vice President, whereupon Director Mundy was nominated. There being no further nominations for Vice President, the nominations were closed. Mr. Barker called for a nomination of Assistant Secretary, whereupon Director Flores was nominated. There being no further nominations for Assistant Secretary, the nominations were closed. Upon motion, Director Mundy moved that Director Marcum be elected as the President, Director Mundy be elected as Vice President and Director Flores be elected as Assistant Secretary, with Director Prudhomme maintaining the position of Secretary. Director Prudhomme seconded said motion, which unanimously carried.

Ms. Kincer entered the meeting at this time.

### **DISTRICT REGISTRATION FORM**

Mr. Barker presented to and reviewed with the Board a District Registration Form to be filed with the Texas Commission on Environmental Quality in connection with the reorganization of the Board of Directors of the District. Upon discussion on the matter, Director Prudhomme moved that the District Registration Form be approved as presented. Director Marcum seconded said motion, which unanimously carried.

### **BOOKKEEPER'S REPORT**

Ms. Preston presented and reviewed with the Board the Bookkeeper's Report, dated September 17, 2024, a copy of which is attached hereto as **Exhibit A**. After discussion, it was moved by Director Flores that the Bookkeeper's Report be approved, and that the disbursements identified therein be approved for payment. Director Prudhomme seconded the motion, which carried unanimously.

### **BUDGET FOR FISCAL YEAR ENDING SEPTEMBER 30, 2025**

Ms. Preston presented to and reviewed with the Board a proposed budget for the District's fiscal year ending September 30, 2025, a copy of which is included with **Exhibit A**. After discussion, Director Flores moved the Board approve the proposed operating budget for the District's fiscal year ending September 30, 2025. Director Prudhomme seconded said motion, which unanimously carried.

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

Mr. Landerville presented to and reviewed with the Board the Tax Assessor-Collector's Report for the month of August 2024, a copy of which is attached hereto as **Exhibit B**. After discussion on the matter, Director Flores moved that the Board approve the Tax Assessor-Collector's Report and authorize payment of the disbursements identified therein from the District's tax account. Director Marcum seconded said motion, which carried unanimously.

### **FINANCIAL ADVISOR'S RECOMMENDATION CONCERNING THE DISTRICT'S PROPOSED 2024 TAX RATE**

There next followed a discussion concerning the requirements for notice of the District's intention to adopt a 2024 tax rate. Mr. Barker advised that, pursuant to the Texas Water Code, the

District is required to provide a notice containing certain tax-related information in connection with each meeting at which the adoption of a tax rate will be considered. Mr. Barker further advised that the information to be included in the notice is set forth in the Texas Water Code and included the proposed tax rate to be adopted. Mr. Barker advised that the District must provide notice by either (i) publishing it at least once in a newspaper having general circulation in the District at least seven days before the date of the meeting at which the tax rate will be adopted, or (ii) mailing it to each owner of taxable property in the District, at the address shown on the most recently certified tax roll of the District, at least ten days before the date of the meeting.

Ms. Crotwell presented Masterson's recommendation regarding the proposed 2024 debt service tax rate, a copy of which recommendation is attached hereto as **Exhibit C**. Ms. Crotwell advised that Masterson is recommending a proposed 2024 debt service tax rate of \$0.18 per \$100 of assessed valuation. After discussion on the matter, Director Marcum moved that the Board accept the financial advisor's recommendation of a proposed 2024 debt service tax rate of \$0.18 per \$100 of assessed valuation and propose a 2024 maintenance tax rate of \$0.16 per \$100 of assessed valuation for a total 2024 tax rate of \$0.34 per \$100 of assessed valuation and that the District's tax assessor-collector be authorized to publish notice of the District's intention to adopt a 2024 tax rate at its next meeting in the form and at the time required by law in the *Katy Times*. Director Mundy seconded said motion, which unanimously carried.

#### **SALES AND USE TAX REPORT BY REVENUE MANAGEMENT SERVICES**

The Board deferred consideration of a Sales and Use Tax Report and after noting that no representative from Revenue Management Services was in attendance.

#### **DELINQUENT TAX REPORT**

Mr. Barker next reviewed with the Board a Delinquent Tax Report from the District's delinquent tax collection attorney, Ted A. Cox, P.C. ("Cox"), dated September 12, 2024, a copy of which is attached hereto as **Exhibit D**. The Board concurred that no action was required at this time.

#### **AFFIRM ENGAGEMENT OF AUDITOR**

The Board next considered the engagement of an auditing firm to prepare the District's annual audit reports for the fiscal year ending September 30, 2024. In connection therewith, Mr. Barker reminded the Board that it had previously engaged Mark C. Eyring, CPA, PLLC to prepare the District's annual audit reports for the fiscal years ending September 30, 2023 and 2024. It was noted that no Board action was required regarding this matter.

#### **LANDSCAPE MANAGEMENT REPORT**

Mr. Murr next presented to and reviewed with the Board District's Landscape Management Report for the month of September 2024, a copy of which is attached hereto as **Exhibit E**. In connection therewith, he presented depiction of various shapes for the signage and placards for the renaming of Ricewood Park to Jacque Freeman Park. After discussion, Mr. Murr stated that he would bring a proposal for the cost for all the proposed improvements to the park next month for

the Board's approval.

### **ENGINEER'S REPORT**

Mr. Vogler next presented to and reviewed with the Board an Engineer's Report dated September 20, 2024, regarding the status of pending construction projects, a copy of which is attached hereto as **Exhibit F**. The Board concurred that no action was required at this time.

### **PROPOSED ANNEXATION OF 2-ACRES INTO THE DISTRICT**

Mr. Vogler next presented to and reviewed with the Board the Feasibility Study regarding the proposed annexation of a 2-acres tract of land located on Morton Road and Fry Road, a copy of which is attached hereto as **Exhibit G**. Following discussion, it was moved by Director Prudhomme, seconded by Director Mundy and unanimously carried that said feasibility study be approved and that SPH and VSE be authorized to prepare all agreements and other documents in connection with said annexation for the Board's approval, subject to receipt of the applicable deposit from the developer of the tract.

### **STATUS OF APPLICATION TO THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY ("TCEQ") FOR APPROVAL OF PROJECTS AND BONDS**

The Board next considered the status of the District's Bond Application Report in connection with its \$2,660,000 Unlimited Tax Bonds, Series 2024. Mr. Vogler noted that VSE submitted the Bond Application Report to the Texas Commission on Environmental Quality and the application was declared administratively complete on August 23, 2024.

### **DISCUSSION REGARDING THE PROPOSED DEVELOPMENT OF 4.5 ACRE TRACT LOCATED WITHIN THE DISTRICT**

Mr. Vogler next updated the Board regarding the status of the proposed development of a 4.5 acre tract located within the District. After discussion, the Board concurred that no action was required at this time.

### **STORM WATER MANAGEMENT PROGRAM REPORT**

Ms. Kincer next presented to and reviewed with the Board the Storm Water Management Program Report prepared by Storm Water Solutions, LP dated September 2024, a copy of which is attached hereto as **Exhibit H**. She presented to and reviewed with the Board a proposal to repair a damaged section of sidewalk and concrete weir structure at a cost of \$8,669.00, a copy of which is included with **Exhibit H**. After discussion, Director Prudhomme moved to: (i) approve the proposal to repair the damaged sidewalk and weir, subject to VSE's verification the District had no facilities beneath the sidewalk, and (ii) notify a certain property owner to remove their fallen fence from District property within thirty (30) days or the District will remove it at the owner's expense. Director Flores seconded said motion, which unanimously carried.

Mr. Murr exited the meeting at this time.

## **DISCUSSION OF OPERATIONS ADVISORY COMMITTEE MEETING FOR THE JOINT WASTEWATER TREATMENT PLANT ("WWTP")**

Director Marcum reminded the Board that the next Operations Advisory Committee meeting for the WWTP is scheduled for November 2024.

### **OPERATIONS REPORT**

Ms. Bonilla-Odums next presented to and reviewed with the Board the Operations Report dated September 17, 2024, a copy of which is attached hereto as **Exhibit I**. In connection therewith, she reported that Inframark is requesting Board authorization to send four (4) accounts totaling \$399.24 to collections and to write-off one (1) account in the amount of \$21.45. After discussion, Director Marcum moved that Inframark be authorized to send the subject accounts to collections and to write off one account, as requested. Director Mundy seconded said motion, which unanimously carried.

### **DISTRICT SECURITY**

Director Mundy presented to and reviewed with the Board the Beat Activity Report from the Harris County Sheriff's Office for the month of September 2024, a copy of which report is attached hereto as **Exhibit J**. It was noted no Board action was being requested in connection with said report.

### **COMMUNICATIONS REPORT**

Mr. Willet presented to and reviewed with the Board the Communications Monthly Report, a copy of which is attached as **Exhibit K**. It was noted no Board action was required.

### **DISCUSSION REGARDING NATIONAL NIGHT OUT**

The Board discussed plans for the community National Night Out event ("NNO"). Director Mundy updated the Board regarding the NNO. No Board action was required at this time.

### **CUSTOMER SERVICE REPORT PREPARED BY GFL ENVIRONMENTAL ("GFL")**

The Board deferred consideration of a Customer Service Report by GFL, after noting that no representative was in attendance.

### **ATTORNEY'S REPORT**

The Board next considered the Attorney's Report. Mr. Barker next presented to and reviewed with the Board a memorandum prepared by SPH regarding the Tyco and BASF Class Action Settlements, a copy of which is attached hereto as **Exhibit L**. After discussion, the Board concurred not to opt-out of Tyco and BASF Class Action Settlements.

Mr. Barker presented correspondence from the West Harris County Regional Water Authority advising no increase to the current Groundwater Reduction Plan Fee and Surface Water Fee this for the calendar year 2025. A copy of which is attached hereto as **Exhibit M**. It was noted no Board action was require regarding this matter.

**ANNUAL MAINTENANCE FOR ARBITRAGE ANALYSIS REPORT AND THE ENGAGEMENT OF ARBITRAGE COMPLIANCE SPECIALISTS, INC.**


Mr. Barker presented to and reviewed with the Board the Annual Maintenance for Arbitrage Analysis Report dated July 30, 2024 by Municipal Risk Management Group, L.L.C., a copy of which is attached hereto as **Exhibit N**. In connection therewith, the Board considered engaging Arbitrage Compliance Specialists, Inc. ("ACS") to prepare the Tenth Year Arbitrage Rebate Report in connection with the District's Series 2015 Refunding Bonds and to complete an interim Yield Restriction/Yield Reduction report through December 19, 2023 for the Series 2019 Tax Bonds. Mr. Barker stated that the fee for this service is \$3,275 and \$625, respectively. After discussion on the matter, it was moved by Director Mundy, seconded by Director Marcum and unanimously carried, that ACS be engaged by the District to prepare the Tenth Year Arbitrage Rebate Report in connection with the District's Series 2015 Refunding Bonds and to complete an interim Yield Restriction/Yield Reduction Report through December 19, 2023 for the Series 2019 Tax Bonds, that the President be authorized to execute the engagement letter from ACS, a copy of which is included in **Exhibit N**, on behalf of the Board and the District, and that the associated TEC Form 1295 be accepted and acknowledged.

**OTHER MATTERS**

The Board next considered matters for possible placement on future agendas. After consideration on the matter, no specific agenda items, other than routine and ongoing matters and those discussed above, were requested.

**ADJOURNMENT**

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

  
Secretary  
Board of Directors

## LIST OF EXHIBITS

Exhibit A	Bookkeeper's Report
Exhibit B	Tax Assessor-Collector's Report
Exhibit C	2024 Tax Rate Recommendation
Exhibit D	Delinquent Tax Report
Exhibit E	Landscape Management Report
Exhibit F	Engineer's Report
Exhibit G	Feasibility Study for 2.0-Acres Tract
Exhibit H	Storm Water Management Report
Exhibit I	Operations Report
Exhibit J	Deputy Beat Activity Report from HCSO
Exhibit K	Communication Report
Exhibit L	Memorandum from SPH regarding PFAS Class Action
Exhibit M	Correspondence from West Harris County Regional Water Authority
Exhibit N	Annual Maintenance for Arbitrage Analysis Report by Municipal Risk Management Group, L.L.C; Engagement Letter for Series 2015 Tenth Year Arbitrage Rebate report and interim Yield Restriction/Yield Reduction report for Series 2019 from Arbitrage Compliance Specialist, LLC