

MINUTES  
FORT BEND COUNTY MUNICIPAL UTILITY DISTRICT NO. 116

March 4, 2025

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 March, 2025, 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 Dr. Shabbir Saiyed, a resident of the District; Ryan Fortner of Revenue Management Services ("RMS"); Daenon Russell of Touchstone District Services ("Touchstone"); Isabel Mata 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 Mercado 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

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

CONSENT AGENDA

The minutes of the February 4, 2025, regular meeting, and consultant reports were provided in advance of the meeting. Ms. Harrington discussed the Arbitrage Rebate Report for the District's Series 2020 Unlimited Tax Bonds. She stated that the report reflects that no arbitrage rebate or yield reduction payment is due to the Internal Revenue Service. After discussion, Director Duffy moved to approve the following consent items: (1) the minutes of the February 4, 2025, regular meeting, as submitted; (2) financial and bookkeeping matters; (3) tax assessment and collection matters; (4) the City of Richmond (the "City") operations report; and (5) 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.

#### ADDITIONAL FINANCIAL AND BOOKKEEPING MATTERS

Ms. Mihills reviewed highlights of the bookkeeping report.

#### ADDITIONAL TAX ASSESSMENT AND COLLECTION MATTERS

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

#### REVENUE MANAGEMENT SERVICES

Mr. Fortner presented and reviewed a Q1 ("First Quarter") Strategic Partnership Agreement Audit, a copy of which is attached. He stated that RMS will be working with the State of Texas in order to obtain quarterly area reports regarding businesses in the District. After review and discussion, Director Millis moved to accept the First Quarter Strategic Partnership Agreement Audit. Director Duffy seconded the motion, which passed unanimously.

#### OPERATOR'S REPORT

Mr. Marriott discussed the results of the onsite visit to 5602 Capeview Cove. He reported water ponding issues on the resident's property near a pipe installed on a District reserve. Mr. Marriott stated that the line was jetted and roots from a tree installed on the resident property were found. Mr. Tufail discussed regrading the swale to correct the water ponding issues. Mr. Marriott stated that the resident requested the removal of seven trees located on the property adjacent to the residence. He stated that the area in question is located within a District reserve. Mr. Marriott then reviewed two proposals submitted by Yellowstone Landscape ("Yellowstone") in the amounts of \$1,110.00 to remove one tree and prune six trees, and \$2,680.00 to remove seven trees. Copies of the proposal are attached to the operator's report. Dr. Saiyed requested that the Board approve the proposal to remove seven trees in the amount of \$2,680.00. Following discussion and review, Director Duffy moved to (1) approve the proposal in the amount of \$1,110.00, submitted by Yellowstone to remove one tree and prune six trees; (2) abandon the drain located in the District reserve; and (3) regrade the swale located in the District reserve. Director Millis seconded the motion, which passed unanimously.

Mr. Marriott discussed resident correspondence requesting to trim or remove four trees located in the District reserve near 1002 Wavecrest Court. After discussion, the

Board concurred to authorize Blackline to coordinate with Yellowstone regarding the trimming or removal of the four trees.

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 92.73%.

Mr. Marriott presented a proposal in the amount of \$59,938.65, submitted by Si, to replace lift pump 1 at lift station no. 1, a copy of which is attached to the operator's report.

The Board discussed increasing the security deposits to \$150.00 and increasing the disconnection deposit to \$75.00. Mr. Marriott recommended that the District consider switching from the current 50-day billing cycle to a 30-day billing cycle.

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 Millis moved to: (1) approve the operator's report; (2) approve the proposal in the amount of \$59,938.65 to replace lift pump 1 at lift station no. 1; (3) amend the Rate Order, as discussed; (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 Knight seconded the motion, which passed unanimously.

CRITICAL LOAD ANNUAL FILING

The Board reviewed the District's critical load spreadsheet, which had been previously provided to the District's operator, engineer, and bookkeeper for review. Mr. Marriott noted that the critical load information on the District's facilities is required to be reviewed at least annually and provided to certain entities, which include the District's electricity provider, the Public Utility Commission, and other governmental entities. Following review and discussion, Director Knight made a motion to approve the critical load spreadsheet, authorize providing it to the appropriate entities, and direct that a copy be retained in the District's official records. Director Matthews seconded the motion, which passed unanimously.

EMERGENCY PREPAREDNESS PLAN

Ms. Harrington discussed the District's Emergency Preparedness Plan. Mr. Marriott confirmed that no updates are necessary at this time.

## ENGINEER'S REPORT AND ANNEXATION MATTERS

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

Mr. Tufail provided an update regarding the District Facilities Fence Repair. He stated that the contractor is coordinating the ordering of a geotechnical boring for area soils. Mr. Tufail reported that the projected substantial completion date is July 4, 2025.

Mr. Tufail provided an update regarding the lift station no. 2 emergency repairs. He stated that the project is substantially complete. Mr. Tufail reported that the contractor is coordinating with Canyon Gate at the Brazos Owners Association regarding the sprinkler system power.

Mr. Tufail provided an update regarding water plant no. 2 and stated that design is underway.

Mr. Tufail provided an update regarding the sanitary sewer force main headers upgrade and stated that design is underway. He reported that the City considers this a maintenance project, therefore plan submittal is not required.

Mr. Tufail provided an update regarding the survey, topography, and design of the Crabb River Road water line loop. He stated that preliminary design is underway and that Blackline is awaiting the topographic survey before beginning final design.

Mr. Tufail provided an update regarding the survey, topography, and design of the sanitary sewer lift station no. 5 and force main along Farm-to-Market Road 762 ("FM 762"). He reported that preliminary design is underway, and that Texas Department of Transportation will require traffic signal improvements to the intersection of Tara Road and Crabb River Road.

Mr. Tufail provided an update regarding the City's recent re-rating of the Wastewater Treatment Plant permit. Ms. Harrington stated she will follow up with the City's attorney to finalize the pending updates to the existing wastewater treatment plant agreement. Mr. Tufail discussed utilizing grey water for landscaping needs throughout the District, at the City's request. The Board directed Blackline to request more information from the City regarding the grey water.

Mr. Tufail provided an update regarding the pending land conveyances for the trail system.

Mr. Tufail discussed a request from the Lakes of Williams Ranch Owners Association ("LWROA") to extend the wrought iron fence on the drainage channel located on Sansbury Boulevard. Discussion ensued, and the Board concurred to authorize

Blackline and ABHR to coordinate with the LWROA regarding the extension of the wrought iron fence.

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 a 6-acre potential development between Los Puentes Office Park and Canyon Gate at the Brazos along Highway 59. He stated that the developer is requesting the District relocate the existing water and sanitary sewer lines within the tract to assist with development.

Mr. Tufail provided an update on the pending annexation of a 17.5-acre tract along Crabb River Road for multi-family development.

Mr. Tufail and Ms. Harrington provided an update on the pending annexation of an 8.7-acre tract along FM 762 and Williams Way for multi-family development. Mr. Tufail discussed Fort Bend County requirements to have an access point for emergency vehicles on Morton Road. He stated that the developer will need to receive permission from the City to install the road, since the road will be located on land owned by the City.

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

Mr. Tufail stated that Blackline is preparing a 5-year update to the District Capital Improvement Plan.

Following review and discussion, Director Millis moved to accept the engineer's report. Director Duffy seconded the motion, which passed unanimously.

### ANNEXATION PETITIONS

Ms. Harrington discussed a proposed annexation of a tract totaling 8.7-acres into the District. The Board reviewed a Petition for Addition of Certain Land to be executed by Alliance Realty Partners, LLC and Yam United Investment Group, LLC for the annexation of the land into the District. Mr. Tufail discussed the feasibility of the proposed annexation and the Board concurred with the engineer's finding that adding the land described in the Petition is feasible, practicable, and to the advantage of the District, and that the District's system and other improvements are sufficient, or will be sufficient, to supply such land without injuring land already in the District.

The Board then reviewed a Petition for Consent to Annex from the District, from Alliance Realty Partners, LLC and Yam United Investment Group to the City of Richmond requesting consent to the annexation of the land into the District.

After review and discussion, Director Millis moved to: (1) accept the Petition for Addition of Certain Land, subject to finalization; (2) authorize execution of the Petition for Consent to Annex Land, subject to finalization; and (3) direct the documents be filed appropriately and retained in the District's records. Director Matthews seconded the motion, which passed unanimously.

DISTRICT WEBSITE AND COMMUNICATION MATTERS

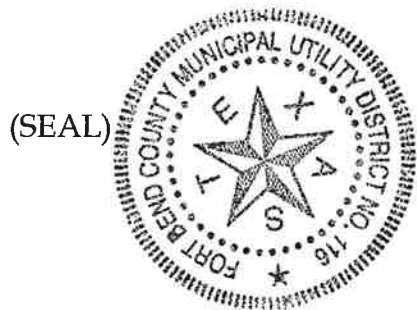
Ms. Russell reviewed Touchstone's monthly communications report, a copy of which is attached.

CONVENE IN EXECUTIVE SESSION

The Board did not convene in executive session.

The Board concurred to hold the next meeting on April 1, 2025, at 12:00 p.m.

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



ASST.   
Secretary, Board of Directors

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