

**RIVER PLANTATION MUNICIPAL UTILITY DISTRICT**

**BOARD MEETING MINUTES**

**April 28, 2022**

**DIRECTORS PRESENT:** Julie Gilmer, Tim Goodman, Mark Robin, and Tom Vandever

**DIRECTORS ABSENT:** none

**OTHERS PRESENT:** River Plantation Residents; Mark Denham, Dee Judge, Linda Vandever, Betty Brown, Tim and Denise Horner, Robert McLeroy; Sulu Chapman, Paul Meiclart; Carol Morrison and Kaye Trenary of MAC; Kandy Ofiffer of Elite Bookkeeping, Brian Desilets and Eric Gonzalez of Clarity Consulting

J. Davis Bonham, Jr., District Attorney  
Richard Ramirez, District Manager  
Taylor Reed, District Engineer  
Jeff Vogler, District Engineer  
Loren Morales, Financial Advisor

**OTHERS PRESENT BY MICROSOFT TEAMS:**

Paul Radich, District Attorney

**FIRST ORDER: CONFIRM MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON MARCH 28, 2022**

The Board considered the March 28, 2022 meeting minutes. After discussion, upon motion by Director Vandever, seconded by Director Robin and unanimously carried, the Board approved the minutes of March 28, 2022.

**SECOND ORDER: RECEIVE COMMENTS FROM THE PUBLIC**

The Board then received public comment.

**THIRD ORDER: ELECTION OF SECRETARY**

The Board then considered the appointment of a Secretary to fill the vacancy created by the resignation of Director Smith. Upon motion made by Director Goodman, seconded by Director Vandever and unanimously carried, the Board appointed Mark Robin as secretary.

**FOURTH ORDER: SALE OF \$6,950,000 UNLIMITED TAX BONDS, SERIES 2022**

The Board then recognized the District's financial advisor, who presented bids for the District's \$6,950,000 Series 2022 Unlimited Tax Bonds. Mr. Morales presented 5 bids received electronically by Parity and it appeared the low bidder was SAMCO Capital Markets with a net interest cost of 4.229812%. Mr. Morales informed the Board that SAMCO Capital Markets has elected to purchase insurance and that the Bonds will be insured by Build America Mutual Assurance Co. ("BAM") with

an insured rating from Standard and Poor's of AA. The financial advisor recommended award of sale of the bonds to SAMCO Capital Markets and upon motion made by Director Goodman, seconded by Director Robin and unanimously carried, the Board adopted the Order Awarding Sale of Bonds. The Board then considered the Bond Order for Sale of Bonds, and upon motion made by Director Goodman, seconded by Director Robin and unanimously carried, the Board adopted the Bond Order for Sale of Bonds. The Board then considered the Final Official Statement, and upon motion made by Director Goodman, seconded by Director Vandever and unanimously carried, the Board adopted the Final Official Statement. The Board then considered the Paying Agent/Registrar Agreement, and upon motion made by Director Goodman, seconded by Director Vandever and unanimously carried, the Board adopted the Paying Agent/Registrar Agreement. The Board then considered other documents and certificates as are necessary to obtain the approval of the Attorney General and registration by the Comptroller of Public Accounts of the Series 2022 Bonds, and upon motion made by Director Goodman, seconded by Director Robin and unanimously carried, all documents were approved by unanimous vote and were executed, and the District's directors and attorney were authorized to take such action as is necessary to cause the bonds to be approved and delivered to the purchaser.

**FIFTH ORDER:    SECONDED AMENDED AND RESTATED AGREEMENT FOR BOOKKEEPING SERVICES**

The Board then discussed the Seconded Amended and Restated Agreement for Bookkeeping Services. Upon motion made by Director Vandever, seconded by Director Goodman and unanimously carried, the Board approved the Seconded Amended and Restated Agreement for Bookkeeping Services as presented.

**SIXTH ORDER:    REVIEW FINANCIAL AND BOOKKEEPING MATTERS INCLUDING**

The Board reviewed the bookkeeper's report. The Board reviewed the report and invoices. Upon motion made by Director Goodman, seconded by Director Robin, and unanimously carried, the Board approved the bookkeeper's report as presented.

The Board reviewed the tax assessor-collector's report. Upon motion made by Director Vandever, seconded by Director Goodman, and unanimously carried, the Board accepted the tax assessor-collector's report.

The Board reviewed the investment report. No action was taken.

The Board then considered the payment of District bills. Upon motion duly made by Director Vandever, seconded by Director Goodman, and unanimously carried, the Board approved payment of the District bills.

**SEVENTH ORDER: DISCUSS DIRECTOR VACANCY**

The Board then tabled discussion of the Director vacancy. A special meeting will be held on Wednesday, May 4, 2022 to discuss the vacancy.

**EIGHTH ORDER: RECEIVE REPORT FROM ENGINEER**

Taylor Reed presented the engineer's report. The next annual MS4 permit report is due May 31, 2023. The Board discussed the sanitary sewer and storm sewer projects. The engineer will be proceeding with the low bidder, Pro Pipe, for the sanitary sewer project. The storm sewer project was switched to a public bid and will be opened May 6, 2022 and presented at the May Board of Directors meeting. Upon motion made by Director Goodman, seconded by Director Vandever and unanimously carried, the Board approved the engineer's report as presented.

**NINTH ORDER: GENERAL OPERATING CONTRACT WITH MUNICIPAL OPERATIONS AND CONSULTING**

The Board then discussed the General Operating Contract with Municipal Operations and Consulting. After discussion, upon motion made by Director Goodman, seconded by Director Robin and unanimously carried, the Board accepted the General Operating Contract as proposed effective today with instructions to transition service on or about June 1, 2022.

**TENTH ORDER: JOINT SEWER PLANT CONTRACT WITH MUNICIPAL OPERATIONS AND CONSULTING**


The Board then discussed the Joint Sewer Plant Contract with Municipal Operations and Consulting. After discussion, upon motion made by Director Goodman, seconded by Director Robin and unanimously carried, the Board accepted the Joint Sewer Plant Contract as proposed effective today with instructions to transition service on or about June 1, 2022.

**ELEVENTH ORDER: REVIEW ADMINISTRATIVE REPORTS**

Mr. Ramirez addressed the Board regarding maintenance and repairs performed during the prior month. The Board discussed recent water line damage caused by the removal of a tree by a customer. Upon motion by Director Robin, seconded by Director Goodman and unanimously carried, the Board approved a \$2,250 back charge for customer damages to a water line. The Board then reviewed bids and upon motion by Director Robin, seconded by Director Goodman and unanimously carried, the Board authorized award of contract to replace the Brandon Road sewer line.

**TWELFTH ORDER: EXECUTIVE SESSION**

The Board entered an executive session at 7:52 p.m.. After discussion, the Board closed the executive session at 8:03.

  
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Mark Robin  
Secretary

## RIVER PLANTATION MUNICIPAL UTILITY DISTRICT

### NOTICE OF PUBLIC MEETING

Notice is hereby given to all interested members of the public that the Board of Directors of the captioned district will hold a public meeting at **610 River Plantation Drive, Conroe, Texas 77302.**

The meeting will be held at **6:30 p.m.** on **Thursday, April 28, 2022.**

The subject of the meeting is to consider and act on the following:

1. Minutes of the meeting of Board of Director(s)
2. Receive comments from the Public
3. Election of Secretary
4. Sale of \$6,950,000 Unlimited Tax Bonds, Series 2022
  - a. Open Bids and Order Awarding Sale of Bonds
  - b. Approve Bond Order for Sale of Bonds
  - c. Approve Official Statement
  - d. Approve Paying Agent Agreement
  - e. Approve certificates, resolutions, orders, and all documents necessary to complete approval, registration and delivery of Series 2022 Bonds and authorize President, Secretary and consultants to take all actions necessary to complete approval, registration, and delivery of Series 2022 Bonds
5. Seconded Amended and Restated Agreement for Bookkeeping Services
6. Financial and bookkeeping matters including:
  - a. Bookkeeper's report
  - b. Tax Assessor-Collectors' report
  - c. Review of investments
  - d. Payment of District bills
7. Discuss Director vacancy
8. Engineer's report
9. General Operating Contract with Municipal Operations and Consulting
10. Joint Sewer Plant Contract with Municipal Operations and Consulting
11. Review administrative reports
  - a. Manager's report.
  - b. System totals report.
  - c. TCEQ Compliance matters
  - d. Maintenance and Repairs
  - e. Customer damage to water line
  - f. Review bids and award contract to replace Brandon Road sewer line

12. Executive (closed) Session Pursuant to Texas Government Code §§ 551.071, 551.072, 551.074 and 551.076 as necessary
13. Pending business



A handwritten signature in black ink, appearing to read "J. Davis Benham, Jr.", written over a horizontal line.

J. Davis Benham, Jr., Attorney for the District