

RIVER PLANTATION MUNICIPAL UTILITY DISTRICT

BOARD MEETING MINUTES

May 26, 2022

DIRECTORS PRESENT: Julie Gilmer, Tim Goodman, and Tom Vandever

DIRECTORS ABSENT: none

OTHERS PRESENT: River Plantation Residents; Dee Judge, Mark Denham, Betty Brown, Matthew DuVal, Reed Watson, Ann Thomas, and Karl Sakocius

J. Davis Bonham, Jr., District Attorney
Richard Ramirez, District Manager
Taylor Reed, District Engineer
Keith Arrant, District Operator
Loren Morales, Financial Advisor

OTHERS PRESENT BY MICROSOFT TEAMS:

Paul Radich, District Attorney

FIRST ORDER: CONFIRM MINUTES OF THE BOARD OF DIRECTORS MEETINGS HELD ON APRIL 28, 2022 AND MAY 04, 2022

The Board considered the April 28, 2022 and May 04, 2022 meeting minutes. After discussion, upon motion by Director Vandever, seconded by Director Goodman, and unanimously carried, the Board approved the minutes of April 28, 2022 and May 04, 2022.

SECOND ORDER: RECEIVE COMMENTS FROM THE PUBLIC

The Board then received public comment. Matthew DuVal addressed the Board with a question about a deposit refund request. Dee Judge addressed the Board with questions regarding whose decision it was to construct the Charleston water plant.

THIRD ORDER: CERTIFICATES OF ELECTION

The President executed Certificates of Election indicating that Julie Gilmer, Tim Goodman, and Karl Sakocius were elected to serve four year terms on the Board. Directors Gilmer, Goodman and Sakocius executed their oaths of office, statement of directors, and letters of representation, and the Board acknowledged the directors' qualifications to serve. Upon motion made by Director Robin, seconded by Director Gilmer, the Board accepted the Oaths of Office and included them under the Directors' Faithful Performance Bond. Directors Gilmer, Goodman and Sakocius completed disclosure questionnaires indicating that they had no conflicts of interest to disclose to the Board of Directors. They also completed questionnaires regarding public access

to certain information about them and confirmed that they had previously completed or will complete in the near future the necessary Open Meetings and Public Information Act training.

FOURTH ORDER: ORDER APPOINTING DIRECTOR

The Board then considered the appointment of Betty Brown to serve as Director of the term ending May 2024, and there was presented for Board consideration the attached Order Appointing Director. Ms. Brown completed a qualification letter. After discussion, upon motion made by Director Goodman, seconded by Director Vandever, with Director Sakocius abstaining from the vote, the Board voted to adopt the attached Order Appointing Director, approved the qualification as well as the oath of office for Director Brown, and declared her to be fully qualified to serve as a member of the Board of Directors. Ms. Brown also completed a questionnaire regarding potential conflicts of interests.

FIFTH ORDER: ELECTION OF OFFICERS

The Board then considered election of officers. Upon motion made by Director Goodman, the Board voted unanimously to designate Julie Gilmer as President. Upon motion made by Director Brown, seconded by Director Gilmer, the Board voted unanimously to designate Tim Goodman as Vice President. Upon motion made by Director Goodman, seconded by Director Gilmer, the Board voted unanimously to designate Betty Brown as Secretary. Upon motion made by Director Gilmer, seconded by Director Goodman, the Board voted unanimously to designate Karl Sakocius as Assistant Secretary.

Upon motion made by Director Gilmer, seconded by Director Goodman, the Board voted unanimously to designate Tom Vandever as Treasurer.

SIXTH ORDER: AMENDMENT TO STATEMENT OF DIRECTORS

The Board then considered the Amendment to Statement of Directors. Upon motion by Director Goodman, seconded by Director Vandever the Board approved the Amendment to Statement of Directors.

SEVENTH 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 Vandever, and unanimously carried, the Board approved the bookkeeper's report as presented.

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

EIGHTH ORDER: RECEIVE REPORT FROM ENGINEER

Taylor Reed presented the engineer's report. The engineer presented a form to complete the East Ditch FEMA work and after discussion, upon motion made by Director Goodman, seconded by Director Vandever and unanimously carried, the Board designated Taylor Reed as the District's Texas Division of Emergency Management Subrecipient Agent. The engineer recommended award of a construction contract for the sanitary sewer phase 1 cleaning and televising project in the amount of \$55,531 .00 to Pro-Pipe, Inc. and after discussion, upon motion made by Director Vandever, seconded by Director Goodman and unanimously carried, the Board authorized award of the contract as presented. The Board then requested authorization to advertise and bid for the storm sewer phase 2 cleaning and televising project and after discussion, upon motion made by Director Vandever, seconded by Director Sakocius and unanimously carried, the Board authorized the engineer to advertise and bid for the storm sewer phase 2 project. Upon motion duly made, seconded and unanimously carried, the Board approved the engineer's report as presented.

NINTH ORDER: CONSIDER FUTURE GREENSPACE PROJECTS

Director Goodman suggested making a list of greenspace items to prioritize for District repairs. The Board discussed fixing cart paths, the swimming pool by the club, putting benches along the park path, and adding a working fountain to the pond. Taylor Reed will get a cost estimate for the repairs to the cart paths. The District needs to coordinate a surveyor to set corners for the swimming pool. Upon motion made by Director Goodman, seconded by Director Vandever, and unanimously carried the Board approved the preparation of a cost estimate for the discussed repairs to the cart paths.

The Board proposed forming a committee to discuss what options the District has with the pool and parking spaces. After discussion, the Board unanimously agreed to form a committee including Director Goodman and Director Sakocius.

TENTH ORDER: USE OF DISTRICT FACILITIES

The Board discussed the future use of District administrative facilities.

ELEVENTH ORDER: OPERATIONS TRANSITION; EMPLOYEE MATTERS

Keith Arrant discussed the transition of District operations effective June 1, 2022. Mr. Arrant discussed how his company plans to notify the residents of the transition including informational door hangers with a letter containing contact information and different options for payment. The Board noted that information will also be posted.

TWELFTH ORDER: REVIEW ADMINISTRATIVE REPORTS

The Board then discussed the District Manager and System reports. There were no issues in either report. The Board discussed District mowing and requested that Taylor Reed gather bids for mowing contracts. Upon motion made by Director Gilmer, seconded by Director Vandever, and unanimously carried, the Board tabled further discussion of mowing until bids are received.

THIRTEENTH ORDER: EXECUTIVE SESSION

No Executive Session was necessary.



Betty Brown
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, May 26, 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. Approve Certificates of Election; approve qualifications of newly elected directors; accept Oaths and Statements of elected officials; Public Information Act training; conflicts disclosure;
4. Order Appointing Director
5. Election of Officers
6. Amendment to Statement of Directors
7. Financial and bookkeeping matters including:
 - a. Bookkeeper's report
 - b. Tax Assessor-Collectors' report
 - c. Review of investments
 - d. Payment of District bills
8. Engineer's report
9. Consider future greenspace projects
10. Discuss use of District facilities; take action, as necessary
11. Operations Transition; Employee Matters
12. Review administrative reports
 - a. Manager's report.
 - b. System totals report.
 - c. TCEQ Compliance matters
 - d. Maintenance and Repairs
 - e. Bids for mowing and landscaping for Charleston Park
13. Executive (closed) Session Pursuant to Texas Government Code §§ 551.071, 551.072, 551.074 and 551.076 as necessary
14. Pending business





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