

RIVER PLANTATION MUNICIPAL UTILITY DISTRICT

BOARD MEETING MINUTES

September 16, 2024

DIRECTORS PRESENT: Julie Gilmer, Tim Goodman, Tom Vandever, Karl Sakocius, and Mark Denham

DIRECTORS ABSENT: None

OTHERS PRESENT: Taylor Reed, District Engineer; Tiffany Loggins Carden, District Bookkeeper; Keith Arrant and Mario Garcia, District Operators; and Loren Morales of Rathmann & Associates.

OTHERS PRESENT BY MICROSOFT TEAMS:

J. Davis Bonham, Jr., District attorney
Austin T. Reed, District attorney
Paul Radich of the Radich Law Firm

FIRST ORDER: MINUTES OF THE MEETING(S) OF BOARD OF DIRECTORS

The Board considered the August 22, 2024 and September 6, 2024 meeting minutes. Upon motion made by Director Vandever, seconded by Director Goodman and unanimously carried, the Board approved the minutes of the August 22, 2024 and September 6, 2024 meetings as presented.

SECOND ORDER: RECEIVE COMMENTS FROM THE PUBLIC

The Board opened the floor for public comment. There being no public comment, the President continued with the agenda.

THIRD ORDER: FINANCIAL AND BOOKKEEPING MATTERS; RESOLUTION ADOPTING OPERATING BUDGET FOR FYE 09/30/2025

The Board recognized Tiffany Loggins Carden, who reviewed the bookkeeper's report in detail, including as to the District's budget. The Board then discussed payments to All Seasons Lawn with respect to ditch cleaning not adequately performed. Thereafter, the Board reviewed the tax assessor-collector's report in detail. The Board reviewed the investment report in detail. The Board then considered the payment of District bills. Upon motion made by Director Goodman, seconded by Director Vandever and unanimously carried, the Board approved the bookkeeper's report and adopted the Resolution Adopting Operating Budget for the fiscal year ended 9/30/2025. Upon motion made by Director Denham, seconded by Director Goodman and unanimously carried, the Board approved the tendering of the otherwise withheld payment to All Seasons Lawn pending immediate termination. Upon motion made by Director Vandever, seconded by Director Sakocius

and unanimously carried, the Board approved the tax assessor-collector's report, the investment report, and the payment of the District's bills.

FOURTH ORDER: OPERATOR'S REPORT

The Board recognized Keith Arrant who presented the operator's report. The Board reviewed maintenance and repairs performed during the prior month in detail. The District maintained 977 connections and accounted for 100% of water produced. The Board then discussed a leak in the District's Board room, which may be caused by gutters requiring replacement on the building's roof. The Board considered proposals for the replacement of the gutters. After discussion, upon motion made by Director Vandever, seconded by Director Sakocius and unanimously carried, the Board approved work to be performed on the District's administration building gutter and roof. Upon motion made by Director Goodman, seconded by Director Vandever and unanimously carried, the Board approved the operator's report as presented.

FIFTH ORDER: EMERGENCY ALERT SYSTEM

The Board discussed emergency alert systems, including proposals through the District's operator and through Touchstone. After discussion, upon motion made by Director Gilmer, seconded by Director Goodman and unanimously carried, the Board authorized engagement of Touchstone for emergency alert services.

SIXTH ORDER: ENGINEER'S REPORT

The Board recognized Taylor Reed who presented the engineer's report. Regarding District joint projects, design is underway for the East Ditch FEMA work. Construction is underway on the wastewater treatment plant rehabilitation and electrical upgrades, and the engineer presented proposals for \$17,250 to redo the exterior of the existing blower/motor control center building and for \$21,970 to resurface the asphalt driveway in the plant. The Holly Springs drainage work is substantially complete and the engineer presented pay application no. 1 in the amount of \$84,906.00, recommending holding the check until equipment has been removed, and further presented change order no. 1 in the amount of \$7,150.00 for the installation of a fence.

Regarding District projects, the sanitary sewer rehabilitation phase 2 construction work is underway and the engineer presented pay application no. 1 in the amount of \$109,440.00 for approval. The storm sewer phase 1 rehabilitation is substantially complete and the engineer presented the final pay application in the amount of \$100,441.12 for approval. Construction is underway with respect to the water plant no. 2 electrical upgrades. Plans are being submitted to Montgomery County for the Plantation Village drainage improvements. The engineer has inspected the sinkhole repairs at the East Ditch. Further, the engineer has provided costs to FEMA for the April-June emergency declaration. The engineer also recommended engagement of Storm Water Solutions for the renewal and management of the storm water quality management plan and related permits.

After discussion, upon motion made by Director Goodman, seconded by Director Vandever and unanimously carried, the Board approved the engineer's report as presented and the action items therein, including the engagement of Storm Water Solutions, the Holly Springs change order, and the proposals for work relating to the wastewater treatment plant rehabilitation and electrical upgrades.

SEVENTH ORDER: ORDER AND APPLICATION FOR APPROVAL BY TCEQ OF BONDS

The Board recognized Davis Bonham who advised the Board regarding the District's planned bond sale and application, noting potential par sums, variables for which the District's engineer and financial adviser then discussed, including as to cost summaries, projects, and tax rate implications. After discussion, upon motion made by Director Goodman, seconded by Director Sakocius and unanimously carried, the Board approved the proposed order and bond application in a par sum of approximately \$8,500,000.00.

EIGHTH ORDER: PUBLIC HEARING ON PROPOSED 2024 TAX RATE

The Board then confirmed publication of notice of the District's public hearing to consider the District's 2024 tax rate. Accordingly, the Board opened a public hearing on the District's proposed 2024 tax rate. There being no public in attendance, the public hearing was then closed.

NINTH ORDER: ORDER SETTING TAX RATE, APPROVING TAX ROLL AND LEVYING TAX FOR THE YEAR 2024

The Board then considered the Order Setting Tax Rate, Approving Tax Roll and Levying Tax for the Year 2024. Upon motion duly made by Director Sakocius, seconded by Director Vandever and unanimously carried, the Board voted that there be passed and adopted the attached Order accepting the final appraisal roll and setting a tax rate of \$0.66 per \$100 valuation, which the Board noted consists of a debt service tax rate of \$0.25, a maintenance tax rate of \$0.41.

TENTH ORDER: ENGAGE AUDITOR FOR F.Y.E. SEPTEMBER 30, 2024

The Board reviewed the engagement letter with Mark C. Eyring, CPA, PLLC, for the District's fiscal year end audit. Upon motion made by Director Goodman, seconded by Director Vandever and unanimously carried, the Board moved to engage Mark C. Eyring, CPA, PLLC for the District's fiscal year end audit.

ELEVENTH ORDER: PARK MAINTENANCE MATTERS

The Board discussed the replacement of certain fixtures in the District's greenspace, which the Board then tabled for further discussion. Thereafter, the Board considered the purchase of two dog waste receptacles for the greenspace. After discussion, upon motion made by Director Goodman, seconded by Director Denham and unanimously carried, the Board approved the purchase.

TWELFTH ORDER: AMENDMENT TO STATEMENT OF DIRECTORS

The attorney then presented the Amendment to Statement of Directors for the Board's review and approval. Upon motion made by Director Goodman, seconded by Director Vandever and unanimously carried the Board approved the Amendment to Statement of Directors and authorized the District's attorney to file it in the real property records of Montgomery County.

THIRTEENTH ORDER: RENEWAL OF DISTRICT INSURANCE

Davis Bonham presented the District's insurance renewal proposals, noting an overall premium reduction for the coming year. After discussion, upon motion made by Director Goodman, seconded by Director Vandever and unanimously carried, the Board approved the renewal proposal.

FOURTEENTH ORDER: LANDSCAPING BIDS; CONTRACT WITH ALL SEASONS LAWN MAINTENANCE

Director Goodman presented proposals for landscaping services. After discussion and comparison, upon motion made by Director Vandever, seconded by Director Sakocius and unanimously carried, the Board approved the engagement of Joe Castro, DBA Alpha Lawn Care & Sprinkler Systems and authorized the termination of All Seasons Lawn Maintenance.

FIFTEENTH ORDER: BOARD ROOM MATTERS

Director Gilmer addressed the Board regarding the purchase of new chairs for the Board room. After discussion, upon motion made by Director Sakocius, seconded by Director Goodman and unanimously carried, the Board approved the purchase.

SIXTEENTH ORDER: WEBSITE MATTERS

Director Sakocius addressed the Board regarding the website and SEO results, including as to District contact information and its Google business account. After discussion, upon motion made by Director Gilmer, seconded by Director Goodman and unanimously carried, the Board authorized Director Sakocius to continue managing the District's Google business account.

SEVENTEENTH ORDER: VIOLATION OF DISTRICT RULES; PUBLIC HEARING FOR VIOLATION OF DISTRICT RULES AND DAMAGE TO DISTRICT PROPERTY; ASSESSMENT OF PENALTIES


The Board recognized Paul Radich of The Radich Law Firm, who then provided updates as to pending violations and penalties outstanding.

EIGHTEENTH ORDER: EXECUTIVE SESSION

The Board entered executive session at 8:38 pm. The Board reconvened in open session at 8:58 pm.

NINETEENTH ORDER: PENDING BUSINESS

Upon motion made by Director Sakocius, seconded by Director Goodman and **unanimously** carried, the Board authorized the District's litigation attorney to initiate legal proceedings should the outstanding penalties assessed by the District not be satisfied by the associated deadlines.



Karl Sakocius
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 **Monday, September 16, 2024.**

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

1. Minutes of the meeting(s) of Board of Directors
2. Receive comments from the Public
3. Financial and bookkeeping matters including:
 - a. Bookkeeper's report
 - b. Tax Assessor-Collectors' report
 - c. Review of investments
 - d. Payment of District bills
4. Violation of District rules; Public hearing for violation of District rules and damage to District property; assessment of penalties
5. Park maintenance matters
6. Landscaping bids; Contract with All Seasons Lawn Maintenance
7. Operator's Report
8. Emergency Alert System
9. Engineer's Report
10. Public hearing on proposed 2024 tax rate
11. Order Adopting Appraisal Roll and Levying Tax for 2024
12. Amendment of Statement of Directors
13. Resolution Adopting Operating Budget for FYE 9/30/2025
14. Engage auditor for F.Y.E. 09/30/2024 audit
15. Order and Application for approval by TCEQ of Bonds
16. Renewal of District insurance
17. Board Room Matters
18. Website Matters
19. Executive (closed) Session Pursuant to Texas Government Code §§ 551.071, 551.072, and 551.076 as necessary
20. Next meeting date

21. Pending business





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