

**RIVER PLANTATION MUNICIPAL UTILITY DISTRICT**

**BOARD MEETING MINUTES**

**September 15, 2021**

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

**DIRECTORS ABSENT:** Gerard Smith

**OTHERS PRESENT:** River Plantation Resident Dee Judge

Richard Ramirez, District Manager

J. Davis Bonham, Jr., District Attorney

Paul Radich, District Attorney

Taylor Reed, District Engineer

Jeff Vogler, District Engineer

Loren Morales, RBC Capital Markets

**FIRST ORDER: CONFIRM MEETING MINUTES OF THE BOARD OF DIRECTORS HELD ON JUNE 24, 2021, JULY 14, 2021, AUGUST 5, 2021, AUGUST 10, 2021, AND AUGUST 26, 2021**

The Board discussed the June 24, 2021 minutes. The minutes should be revised to change Mr. Taylor to Taylor Reed. After discussion, upon motion by Director Vandever, seconded by Director Goodman and unanimously carried, the Board approved the minutes of June 24, 2021.

The Board discussed the July 14, 2021 minutes. After discussion, upon motion by Director Robin and seconded by Director Vandever and unanimously carried, the Board approved the minutes of July 14, 2021.

The Board discussed the August 5, 2021 minutes. The minutes should be revised to reflect that Director Goodman was present and to correct District Resident Robert's last name to McElroy from McLemore. After discussion, upon motion by Director Goodman, seconded by Director Vandever and unanimously carried, the Board approved the minutes of August 5, 2021.

The Board discussed the August 10, 2021 minutes. After discussion, upon motion by Director Vandever, seconded by Director Goodman and unanimously carried, the Board approved the minutes of August 10, 2021.

The Board discussed the August 26, 2021 minutes. After discussion, upon motion by Director Goodman, seconded by Director Robin and unanimously carried, the Board approved the minutes of August 26, 2021.

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

Dee Judge addressed the Board and asked if the District keeps meters to recycle. Richard Ramirez informed Ms. Judge that he has done so in the past, but that it is not cost effective.

**THIRD ORDER: APPOINTMENT OF ASSISTANT SECRETARY OF THE BOARD**

The Board then discussed the appointment of an Assistant Secretary of the Board and after discussion, upon motion made by Director Vandever, seconded by Director Goodman, and unanimously carried, the Board appointed Director Mark Robin as the Assistant Secretary of the Board.

**FOURTH ORDER: RECEIVE REPORT FROM ENGINEER**

Taylor Reed presented the engineer's report. The engineer reviewed pending matters with the Board. The engineer will prepare correspondence to East Plantation Utility District regarding proposed drainage improvements and cost proration. After discussion, upon motion made by Director Robin, seconded by Director Vandever, and unanimously carried, the Board approved the engineering report as presented.

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

The Board reviewed the bookkeeper's report and upon duly made by Director Vandever, seconded by Director Goodman, and unanimously carried, the Board approved the bookkeeper's report as presented.

The Board reviewed and discussed the tax assessor-collector's report and upon duly made by Director Vandever, seconded by Director Goodman, and unanimously carried, the Board voted to approve the Tax Assessor-Collector's Report as presented.

The Board reviewed the report of investments and the bills. Upon motion duly made by Director Goodman, seconded by Director Robin, and unanimously carried, the Board accepted the Review of Investments and approved payment of the bills.

**SIXTH ORDER: PUBLIC HEARING ON PROPOSED 2021 TAX RATE**

The Board then confirmed publication of notice of the District's public hearing to consider the District's 2021 tax rate. Accordingly, the Board opened a public hearing on the District's proposed 2021 tax rate. The Board then discussed the tax rate. The public hearing was then closed.

**SEVENTH ORDER: ORDER SETTING TAX RATE, APPROVING TAX ROLL AND LEVYING TAX FOR THE YEAR 2021**

The Board then considered the Order Setting Tax Rate, Approving Tax Roll and Levying Tax for the Year 2021. Upon motion duly made by Director Goodman, seconded by Director Robin, and unanimously carried, the Board voted that there be passed and adopted the attached Order accepting the final appraisal roll and setting a maintenance tax rate of \$0.31602 per \$100 valuation.

**EIGHTH ORDER: AMENDMENT TO STATEMENT OF DIRECTORS**

The attorney then presented the Amendment to Statement of Directors as required by 49.455(b), Texas Water Code, as amended for the Board's review and approval. Upon motion by Director Robin, seconded by Director Vandever, the Board unanimously approved the Amendment to Statement of Directors and authorized the District's attorney to file it in the real property records of Montgomery County.

**NINTH ORDER: UPDATE TAX CODE 26.18 COMPLIANCE AFTER SETTING TAX RATE AND ADOPTING 2022 BUDGET**

Davis Bonham noted that since the District adopted a 2021 tax rate, it was necessary for the District to update the Tax Code Section 26.18 compliance document to reflect such matters. Upon motion duly made by Director Vandever, seconded by Director Robin, the Board unanimously authorized the attorney to update the compliance document.

**TENTH ORDER: ENGAGE AUDITOR FOR FYE 09/30/2021**

The Board then considered engagement of an auditor to perform the audit for the fiscal year ending September 30, 2021. Upon motion duly made by Director Vandever, seconded by Director Robin, the Board unanimously authorized engagement of an auditor subject to an attorney report.

**ELEVENTH ORDER: REVIEW ADMINISTRATIVE REPORTS**

Mr. Ramirez summarized the Manager's Report and Systems Totals Report that all plants are running fine with no notable issues. Upon motion duly made by Director Goodman, seconded by Director Vandever, the Board unanimously authorized the administrative reports.

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Mark Robin, Assistant Secretary