

MINUTES  
FORT BEND COUNTY MUNICIPAL UTILITY DISTRICT NO. 2

May 27, 2025

The Board of Directors (the "Board") of Fort Bend County Municipal Utility District No. 2 (the "District") met in regular session, open to the public, on the 27<sup>th</sup> day of May, 2025, at the NE Fort Bend County Fire Station, 14007 Old Richmond Rd., Sugar Land, Texas 77498, inside the boundaries of the District, and the roll was called of the members of the Board:

Pam Kelley	President
Betty J. Stewart	Vice President
Lisa Dudley	Secretary
Jessica Fateh	Assistant Vice President
Jose Luis Fuentes Mendoza	Assistant Secretary

and all of the above were present, thus constituting a quorum.

Also attending the meeting were Daniel Malone, a resident of the District; Brittany Keeswood of Assessments of the Southwest, Inc.; Officer Calvin Johnson; Sandra Leija of Champions Hydro-Lawn, Inc.; Lynn Kurtz of Myrtle Cruz, Inc.; Austin Muse of Municipal District Services LLC ("MDS"); Roy Ward of IDS Engineering Group ("IDS"); and Nellie Connally and Kathryn Easey of Allen Boone Humphries Robinson LLP.

PUBLIC COMMENTS

Director Kelley opened the meeting for public comments. There being no public comments, Director Kelley closed the meeting to public comments.

CONSENT AGENDA

The minutes from the April 22, 2025, regular meeting and consultant reports were previously distributed. Director Kelley requested that agenda item 2(b) be removed from the consent agenda. After discussion, Director Dudley moved to remove agenda item 2(b) and approve all items on the consent agenda, and to direct that, where appropriate, items are filed and retained in the District's official records, including the following: (1) approve the minutes for the April 22, 2025, regular meeting; (2) approve the engineer's report; (3) approve the operator's report; and (4) approve payment of up to four per diems, three hotel nights, six meals, and an advance, if requested, in the amount of up to \$1,000.00 for each director attending the Association of Water Board Directors summer conference. Director Stewart seconded the motion, which passed unanimously.

## ITEMS REMOVED FROM CONSENT AGENDA

### TAX ASSESSMENT AND COLLECTION MATTERS

Ms. Keeswood presented and reviewed the tax assessor/collector's report, a copy of which is attached.

The Board reviewed the delinquent tax accounts, including the delinquent tax report from Perdue, Brandon, Fielder, Collins & Mott, L.L.P. ("Perdue"), a copy of which is attached to the tax assessor/collector's report. Discussion ensued regarding collection of delinquent property taxes and water termination for personal property accounts. Ms. Keeswood stated Perdue does not recommend water terminations for delinquent personal property accounts. The Board further discussed the handling of uncollectible accounts and business accounts connected to a master meter.

Following review and discussion, Director Dudley moved to approve the tax assessor/collector's report and payment of the tax bills. Director Kelley seconded the motion, which passed unanimously.

### GARBAGE AND RECYCLING MATTERS

Director Fateh reported on District garbage matters. Director Dudley confirmed the updated holiday pickup schedule was posted to the District's website, but noted the holiday schedule and guidelines have not been updated on Texas Pride's website or the page dedicated to the District on Texas Pride's website.

### SECURITY PATROL MATTERS

Officer Johnson discussed security patrol matters in the District. A copy of the security patrol report is attached.

Officer Johnson stated the new traffic control sign has been installed and is working well. He also reported that the speed limit signs have been installed.

Officer Johnson noted that the Fort Bend County Sheriff's Office has resumed reporting crime statistics to Lexis Nexis. He suggested providing residents with a link to sign up for Lexis Nexis alerts. He stated he will include this information at the District's community event to be held on Thursday, May 29, 2025.

Officer Johnson stated he had no items for the Board's approval.

The Board discussed procedures for authorized personnel and security patrol officers for setting the alarms at the District's facilities.

Office Johnson stated there is a form on the Fort Bend County's website for reporting concerns relating to abandoned vehicles.

#### DETENTION AND DRAINAGE FACILITIES AND LANDSCAPING REPORT FROM CHAMPIONS HYDRO-LAWN, INC., PROJECTS, AND RELATED AGREEMENTS

Ms. Leija reviewed a detention and drainage facilities report, a copy of which is attached.

Ms. Leija reported that trees throughout the drainage channel have been trimmed back.

Ms. Leija stated that vehicle traffic is using the detention facilities to circumnavigate road closures due to ongoing construction. Discussion ensued regarding installing signage and barricades.

Ms. Leija informed the Board that the day care facility located adjacent to the Florence Rd. detention pond complained about Champions' maintenance crew parking in the day care's parking lot. Discussion ensued regarding other points of entry to the District's detention facilities.

Mr. Ward reported that plans for the outfall structure from the storage facility located adjacent to the Florence Rd. detention pond were not approved by the District. He stated he will review whether the plans for the outfall structure from the day care facility were approved.

Mr. Leija presented a proposal in the amount of \$13,749.90 to repair the outfall washout at the Florence Rd. detention pond near 13511 Florence Rd. and along the back side of 2555 Eldridge Rd.

Following review and discussion, Director Dudley moved to (1) approve the detention and drainage facilities report; and (2) approve the proposal in the amount of \$13,749.90 to repair the outfall washout at the Florence Rd. detention pond. Director Fuentes Mendoza seconded the motion, which passed unanimously.

#### FINANCIAL AND BOOKKEEPING MATTERS

Ms. Kurtz reviewed the bookkeeper's report, including the District's bills, budget comparison, and investment report. A copy of the bookkeeper's report is attached. Following review and discussion, Director Dudley moved to approve the bookkeeper's report and the bills presented for payment. Director Stewart seconded the motion, which passed unanimously.

## ACTION ITEMS FOR OPERATIONS

Mr. Muse reviewed the operator's report, a copy of which is attached. He also reviewed the proposed bill message with the Board.

Mr. Muse stated MDS is still investigating the reason for low water accountability for the previous billing period. He noted construction is ongoing in the District. Discussion ensued regarding contractors and county employees opening fire hydrants to access water without using a rental meter.

Mr. Muse reviewed the worksheet on the annual review of equivalent single-family connections, a copy of which is attached to the operator's report.

Mr. Muse reviewed the fire hydrant inspection report, a copy of which is attached to the operator's report. He reported that the estimated cost to repair and install reflectors on the fire hydrants is \$7,365.75 and the cost to waterblast and paint the fire hydrants is \$13,800.00. He noted that the fire hydrants were last painted in 2023. Director Dudley stated that the fire hydrant painting schedule is every three years.

Mr. Muse stated MDS is working with Mr. Malone to address his sanitary sewer line and tap to trunk line damage caused by a collapsed foundation and a vehicle running into an adjacent building.

Following review and discussion, Director Fuentes Mendoza moved to (1) approve the bill message; (2) approve the equivalent single-family connections worksheet; and (3) approve repairing and installing reflectors on the fire hydrants for a cost of \$7,365.75, based on the operator's recommendation. Director Fateh seconded the motion, which passed unanimously.

## HEARING ON TERMINATION OF WATER AND SEWER SERVICE TO DELINQUENT CUSTOMERS AND CUSTOMER APPEALS

Mr. Muse reviewed customer correspondence and discussed updates to the extensions and adjustments approved by MDS since the last Board meeting and reviewed accounts recommended for write-off as listed in the operator's report. A copy of the lists for extensions, adjustments, and write-offs is filed and retained in the District's official records.

The Board next conducted a hearing on the termination of utility service to delinquent accounts. Mr. Muse reported that the residents on the delinquent list were mailed written notice prior to this meeting in accordance with the District's Rate Order, notifying them of the opportunity to appear before the Board to explain, contest, or correct the nonpayment of their utility service bill, and to show reason why utility service should not be terminated for reason of nonpayment.

After review and discussion, Director Kelley moved to (1) approve the extensions, adjustments, and write-off accounts as recommended by MDS; and (2) authorize that service to the customers on the termination list with accounts remaining unpaid and who were not present at the meeting and had not presented any written statement on the matter be terminated in accordance with the District's Rate Order, except for accounts in amounts below \$30.00. Director Stewart seconded the motion, which passed unanimously.

#### ACTION ITEMS FOR ENGINEERING

Mr. Ward presented and reviewed the engineer's report, a copy of which is attached, and provided an update on the status of engineering projects in the District as noted in the report.

Mr. Ward stated IDS conducted a general inspection of the Lift Station and observed that the facility is in good operating condition and no deficiencies were noted.

Mr. Ward stated IDS is working with the City of Houston to renew the Waste Disposal Agreement with no proposed change in the District's discharge amount of 803,450 gallons per day. He reported requests for additional capacity will be subject to impact fees assessed at the time the amendment application is submitted and declared administratively complete by the City of Houston. He noted developers of land being annexed into the District would pay the impact fees for the additional capacity being requested.

Mr. Ward stated IDS conducted a one-year warranty inspection for the Water Plant No. 1, Hydropneumatic Tank No. 1 and No. 2 Recoating project and no deficiencies were noted.

Mr. Ward stated IDS is in the process of preparing an annexation feasibility report for St. Mary Orthodox Church.

Discussion ensued regarding completed and needed repairs to the storm sewer and inlets and updating the District's GIS application.

#### ANNEXATION MATTERS

There was no discussion on this agenda item.

#### DISTRICT WEBSITE MATTERS

Director Dudley discussed updates to the District's website.

CORRESPONDENCE RECEIVED BY THE DISTRICT, DIRECTORS OR CONSULTANTS, AND REPORTS ON DISTRICT BUSINESS AND OPERATIONS

There was no discussion on this agenda item.

DISCUSS LEGISLATIVE MATTERS, INCLUDING HOUSE BILL 21 AND HOUSE BILL 638

The Board discussed the Association of Water Board Directors' ("AWBD") request for members to oppose House Bill 638 and support House Bill 21. Ms. Connally recommended that each Board member send letters in their individual capacity to the appropriate government officials as recommended by AWBD.

NORTH FORT BEND WATER AUTHORITY ("NFBWA")

There was no discussion on this agenda item.

ATTORNEY'S REPORT

There was no discussion on this agenda item.

UPDATE ON PROPERTY ACQUISITION MATTERS AND AUTHORIZE APPROPRIATE ACTION

Ms. Connally updated the Board on the property acquisition status.

DISCUSS MEETING DATES

The Board concurred to hold the next regular meeting on June 24, 2025, at 8:30 a.m.

ACTION ITEMS FOR ENGINEERING (continued)

Mr. Ward reported receiving a request for service for a warehouse development on Charleston Lane adjacent to Eldridge Park. He noted this item is not included on the engineer's report. He then requested authorization to prepare a feasibility study, subject to receiving a \$20,000.00 deposit from the developer. Following review and discussion, Director Dudley moved to authorize IDS to prepare the feasibility study, subject to receipt of \$20,000.00 from the developer. Director Fuentes Mendoza seconded the motion, which passed unanimously.

CONVENE IN EXECUTIVE SESSION

The Board did not convene in executive session.

There being no further business to come before the Board, the meeting was adjourned by agreement.

(SEAL)



  
Secretary, Board of Directors

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