

**FORT BEND COUNTY MUNICIPAL UTILITY DISTRICT NO. 142**

**Minutes of Meeting of Board of Directors**

**July 11, 2024**

The Board of Directors (the "Board") of Fort Bend County Municipal Utility District No. 142 (the "District") met in regular session, open to the public on July 11, 2024, in accordance with the duly posted Notice of Public Meeting, and the roll was called of the duly constituted officers and members of the Board, as follows:

Randal L. Carter, President  
John R. Morgan, Vice President  
Ross Madia, Secretary  
Philip Huseman, Assistant Secretary  
James Cokinos, Assistant Secretary

all of whom were present, except Director Morgan, thus constituting a quorum. Director Morgan entered the meeting later as noted below.

Also attending the meeting were: Bradley Jenkins, Nolan Lambert and Tyler Mai of Quiddity Engineering, LLC ("Quiddity"); Wendy Duncan of Inframark, LLC ("Inframark"); Angie Hartwell, Michael Willett and Daenon Russell of Touchstone District Services ("Touchstone"); Darrell Hawthorne of Municipal Accounts & Consulting, L.P. ("MA&C"); Luis Cebrian of Champions Hydro-Lawn, Inc. ("CHL"); Justin Cox of Schwartz, Page & Harding, L.L.P. ("SPH").

The President called the meeting to order and declared it open for such business as might regularly come before the Board.

**PUBLIC COMMENTS**

The Board began by opening the meeting for public comments. There being no comments from the public, the Board proceeded to the next item of business.

**APPROVAL OF MINUTES**

The Board considered approval of the minutes of the special Board meeting held on June 17, 2024. Upon discussion, Director Madia moved that the minutes of the June 17, 2024, special meeting be approved as written. Director Cokinos seconded said motion, which unanimously carried.

**BOOKKEEPER'S REPORT**

Mr. Hawthorne reviewed with the Board the Bookkeeper's Report dated July 11, 2024, a copy of which report is attached hereto as **Exhibit A**, and the disbursements presented for payment. After discussion, Director Madia moved that the Board approve the Bookkeeper's Report, and the disbursements presented for payment, as reflected in the Bookkeeper's Report. Director Cokinos seconded said motion, which unanimously carried.

Director Morgan entered the meeting at this time.

### **TAX ASSESSOR-COLLECTOR REPORT**

The Board deferred consideration of the Tax Assessor-Collector Report after noting that no representative was present.

### **DELINQUENT TAX COLLECTIONS REPORT**

Mr. Cox presented to and reviewed with the Board the Delinquent Tax Report from Perdue, Brandon, Fielder, Collins & Mott, L.L.P. ("Perdue"), a copy of which is attached hereto as **Exhibit B**. Upon discussion, Director Madia moved that the report be approved and that Perdue be authorized to proceed with the filing of lawsuits and/or tax sale for those properties listed in its report. Director Cokinos seconded said motion, which unanimously carried.

### **ENGINEERING REPORT**

Mr. Jenkins presented to and reviewed with the Board a written Engineering Report dated July 10, 2024, a copy of which report is attached hereto as **Exhibit C**. Upon review and discussion of the Engineering Report, Director Madia then moved that: (i) all action items in the Engineering Report be approved, (ii) Quiddity proceed with prepare a bid package and advertise same for the repair of the Canyon Gate Lake Edge Wall, and (iii) the Temporary Workspace Easement Agreement with Enterprise Crude Pipeline, LLC, relative to the F.M. 723 Expansion project, be approved, subject to SPH review. Director Cokinos seconded said motion, which unanimously carried.

### **UTILITY COMMITMENTS, OUT-OF-DISTRICT SERVICE, AND ANNEXATION**

The Board deferred consideration of additional Utility Commitments, Out-of-District Service and/or Annexation requests after noting that no additional requests have been received.

### **AMENDMENT TO DEVELOPMENT, FINANCING AND ANNEXATION AGREEMENT ("ANNEXATION AGREEMENT") FOR KB HOME LONE STAR, INC. ("KB")**

The Board deferred approval of an Amendment to the Annexation Agreement with KB until its next meeting.

### **DETENTION AND DRAINAGE FACILITIES REPORT**

Mr. Cebrian presented to and reviewed with the Board a report from CHL, a copy of which is attached hereto as **Exhibit D**. He presented to and reviewed with the Board a proposal for the de-silting of the Creekside Ranch drainage channel in the amount of \$14,330.00, a copy of which is included in **Exhibit D**. Upon review, Director Madia moved that said proposal be accepted. Director Cokinos seconded said motion, which unanimously carried.

## **OPERATOR'S REPORT**

Ms. Duncan presented to and reviewed with the Board the Operator's Report dated July 11, 2024, a copy of which report is attached hereto as **Exhibit E**. Upon discussion, Director Madia moved that (i) the action items in the Operator's Report be approved, including termination of delinquent accounts in accordance with the District's Rate Order, and (ii) the customer request for a waiver of penalty be denied. Director Cokinos seconded said motion, which unanimously carried.

## **COMMUNICATIONS REPORT**

Ms. Hartwell presented and reviewed with the Board a Communications Report prepared by Touchstone, a copy of which is attached hereto as **Exhibit F**. A discussion ensued regarding mosquito control in the District. Upon discussion, the Board concurred to authorize Touchstone to post mosquito control information on the District's website.

## **PARKS MASTER PLANNING REPORT**

Director Carter and Director Morgan reported to the Board regarding parks master planning.

## **INFORMATION TECHNOLOGY COMMITTEE REPORT**

Director Cokinos and Director Huseman noted that they did not have anything to report to the Board concerning Information Technology at this time.

## **WATER CONSERVATION COMMITTEE REPORT**

The Board concurred that there was nothing new to report regarding the North Fort Bend Water Authority ("NFBWA") Water Provider Conservation Program.

## **OPERATIONS COMMITTEE REPORT**

Director Madia and Director Huseman noted that they had nothing to report regarding the Operations Committee at this time.

## **NFBWA REPORT**

Director Carter stated that he did not have anything additional to report to the Board regarding the activities of the NFBWA.

## **CYBERSECURITY TRAINING AS REQUIRED BY CHAPTER 2054, TEXAS GOVERNMENT CODE**

Mr. Cox reminded the Board to complete its cybersecurity training prior to the August 31, 2024, deadline.

## **BEST TRASH REPORT**

The Board deferred consideration of a report from Best Trash.

## **RECORDS RETENTION**

Mr. Cox presented to and reviewed with the Board a memorandum from SPH, which is attached hereto as **Exhibit G**, regarding the legal requirements to electronically store District records and destroy the paper copies of such records. In this regard, he recommended that the Board approve the Resolution Adopting Records Retention Schedules and Policies and Procedures for Electronic Storage of District Records attached hereto as **Exhibit H** (the "Records Resolution"). After discussion, Director Madia moved to approve the Records Resolution, and authorize the Records Management Officer to execute the related certifications, and that same be submitted to the Texas State Library and Archives Commission for review and approval. Director Cokinos seconded the motion, which unanimously carried.

Mr. Cox reported that the District's Records Retention Schedules adopted in connection with its Records Management Program require that records of the District be retained only for specific periods of time based on the type of record. As an example, He explained that notes taken during meetings and which are used to prepare the official minutes of Board meetings are to be retained for ninety days after approval of such minutes by the Board. He next presented a request from the Records Management Officer for approval to destroy certain records (which will not be scanned in and stored electronically) in accordance with the District's Records Retention Schedules, a copy of which request is attached hereto as **Exhibit I** (the "Request"). After discussion, Director Madia moved that SPH be authorized to destroy the records described in the Request. Director Cokinos seconded said motion, which carried unanimously.

## **ATTORNEY'S REPORT**

The Board considered the Attorney's Report. Mr. Cox stated that he did not have anything to report to the Board of a legal nature that was not already addressed under an agenda item.

## **CLOSED SESSION**

The Board did not enter into Closed Session.

## **FUTURE AGENDA ITEMS**

Other than as discussed earlier in the meeting and reflected above, there were no additional agenda items requested other than routine, ongoing matters.

## **ADJOURNMENT OF MEETING**

There being no further business to come before the Board, upon motion made by Director Cokinos, seconded by Director Madia and unanimously carried, the meeting was adjourned.



Ross Madia, Secretary, Board of Directors

FORT BEND COUNTY MUNICIPAL UTILITY DISTRICT NO. 142  
LIST OF EXHIBITS TO MINUTES

July 11, 2024

- Exhibit A      Bookkeeper's Report**
- Exhibit B      Delinquent Tax Report**
- Exhibit C      Engineering Report**
- Exhibit D      Detention and Drainage Facilities Report; Proposal**
- Exhibit E      Operator's Report**
- Exhibit F      Communications Report**
- Exhibit G      Records Retention Memorandum**
- Exhibit H      Resolution Adopting Records Retention Schedules and Policies and  
Procedures for Electronic Storage of District Records**
- Exhibit I      Records Management Officer Request**