

**RICEWOOD MUNICIPAL UTILITY DISTRICT**  
**Minutes of Meeting of Board of Directors**  
**March 18, 2025**

The Board of Directors (the "Board") of Ricewood Municipal Utility District (the "District") met in regular session, open to the public on March 18, 2025, at 1300 Post Oak Boulevard, Suite 2500, Houston, Harris County, Texas, in accordance with the duly posted notice of meeting thereof, and the roll was called of the duly constituted members of said Board of Directors, as follows:

Stephen Marcum, President  
Elaine Mundy, Vice President  
Carrie Prudhomme, Secretary  
Shelli Flores, Assistant Secretary  
Nick Nickoletti, Assistant Secretary

all of whom were present, thus constituting a quorum.

Also attending the meeting were: Jessica Preston of Municipal Accounts & Consulting, L.P. ("MAC"); Mirna Bonilla-Odums of Inframark, LLC ("Inframark"); Ryan Vogler of Vogler & Spencer Engineering ("VSE"); Lucian Landreville of Equi-Tax, Inc. ("Equi-Tax"); Dee Russell of Touchstone District Services, LLC ("Touchstone"); Michael Murr of Murr Incorporated ("MI") and Park Rangers, LLC ("PR"); Michelle Kincer of Storm Water Solutions, LLC ("SWS"); John Deboben of Windstone Development, Ltd.; and Rick Barker and Katherine Edwards 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 next considered comments from the public. After noting that there were no members of the general public in attendance, the Board moved to the next item of business.

**MINUTES**

The Board next considered approval of the minutes of its meeting held on February 18, 2025. After discussion, Director Prudhomme moved that such minutes be approved, as written. Director Flores seconded said motion, which carried unanimously.

**BOOKKEEPER'S REPORT**

Ms. Preston presented and reviewed with the Board the Bookkeeper's Report, dated March 18, 2025, a copy of which is attached hereto as **Exhibit A**. After discussion, it was moved by Director Marcum that the Bookkeeper's Report be approved, and that the disbursements

identified therein be approved for payment. Director Mundy seconded the motion, which carried unanimously.

#### **UNCLAIMED PROPERTY REPORT AS OF MARCH 1, 2025**

The Board considered authorizing the preparation of Unclaimed Property Reports as of March 1, 2025. After discussion on the matter, Director Flores moved that the District's consultants be authorized to research their files and that the bookkeeper and/or tax assessor-collector be authorized to prepared Unclaimed Property Reports for the applicable periods and submit same to the Texas Comptroller by July 1, 2025. Director Mundy seconded said motion, which unanimously carried.

#### **TAX ASSESSOR-COLLECTOR'S REPORT**

Mr. Landreville presented to and reviewed with the Board the Tax Assessor-Collector's Report for the month of February 2025, a copy of which is attached hereto as **Exhibit B**. After discussion on the matter, Director Flores moved that the Board approve the Tax Assessor-Collector's Report and authorize payment of the disbursements identified therein from the District's tax account. Director Mundy seconded said motion, which carried unanimously.

#### **SALES AND USE TAX REPORT BY REVENUE MANAGEMENT SERVICES**

The Board deferred consideration of a Sales and Use Tax Report and after noting that no representative from Revenue Management Services was in attendance.

#### **DELINQUENT TAX REPORT**

Mr. Barker next reviewed with the Board a Delinquent Tax Report from the District's delinquent tax collection attorney, Ted A. Cox, P.C. ("Cox"), dated March 11, 2025, a copy of which is attached hereto as **Exhibit C**. The Board concurred that no action was required at this time.

#### **RATIFY PRIOR APPROVAL OF AUDIT REPORT FOR FISCAL YEAR ENDED SEPTEMBER 30, 2024**

The Board next considered the ratification of the Board's prior approval of the District's audit report prepared for the fiscal year ended September 30, 2024. After discussion it was moved by Director Marcum, seconded by Director Prudhomme and unanimously carried, that such prior action be ratified, approved and authorized in all respects.

#### **LANDSCAPE MANAGEMENT REPORT**

Mr. Murr next presented to and reviewed with the Board District's Landscape Management Report dated March 2025, a copy of which is attached hereto as **Exhibit D**. The Board concurred that no action was required at this time.

## **ENGINEER'S REPORT**

Mr. Vogler next presented to and reviewed with the Board an Engineer's Report dated March 18, 2025, regarding the status of pending construction projects, a copy of which is attached hereto as **Exhibit E**. After discussion, it was moved by Director Marcum, seconded by Director Flores, and unanimously carried that the Engineering Report and all action items listed therein, be approved, including approval for (i) Pay Estimate No. 10 to CFG Industries, LLC in the amount of \$77,500.00 for the Water Plant Improvements at Water Plant No. 1 and (ii) Pay Estimate No. 3 and Final to AIMS Rehab in the amount of \$62,924.37 for the Sanitary Sewer Rehabilitation Phase I (Westfield Sections 1 & 3).

## **STATUS OF DEVELOPMENT OF THE APPROXIMATELY 4.5-ACRE TRACT OF LAND LOCATED WITHIN THE DISTRICT BY WINDSTONE DEVELOPMENT**

The Board next discussed the proposed development of a 4.5 acre tract located within the District. Mr. Barker reminded the Board that last month Mr. Fuqua of Blazer Building proposed the development of an apartment complex within the District. He further reminded the Board that Mr. Vogler had advised that the proposed apartment complex is requesting more water and sewer capacity than the District is able to allocate to the tract with current facilities. However, he advised that if the booster pump was upgraded from 750 gpm to 1,000 gpm then the capacity would increase enough to allow the District to serve said proposed apartment complex. He further advised that the above upgrade would cost approximately \$80,000-\$100,000. Mr. Barker advised that the developer has agreed to pay for the booster pump upgrade, if the Board is willing to move forward. He further advised that Mr. Fuqua indicated that the apartments have no intension of going tax exempt. Mr. Barker advised that the District will need to provide a utility commitment to Mr. Fuqua of Blazer Building memorializing said requirements for water and sewer capacity. After discussion, Director Marcum moved to authorize SPH to prepare an utility commitment to Blazer Building with certain requirements, as discussed above. Director Flores seconded said motion, which unanimously carried.

## **WATER AND SEWER RATE ANALYSIS INCLUDING APPROVAL OF AN AMENDMENT TO THE DISTRICT RATE ORDER IN CONNECTION WITH SAME**

The Board considered approval of amendment to the District's Rate Order in connection with the Water and Sewer Rate Analysis. Mr. Barker advised the operator and engineer are recommending an increase to the water and sewer rates of six percent (6%) to be effective May 1, 2025. After discussion on the matter, Director Marcum moved that the District's Rate Order a copy of which is attached hereto as **Exhibit F**, be amended effective May 1, 2025, to increase the monthly water and sewer rates by 6%, and that any and all prior Rate Orders be revoked. Director Flores seconded said motion, which unanimously carried.

## **PROPOSED ANNEXATION OF 2-ACRES INTO THE DISTRICT**

Mr. Vogler next updated the Board regarding the status of the annexation of the approximately 2-acre tract. It was noted no action was required at this time.

## **STORM WATER MANAGEMENT PROGRAM REPORT**

Ms. Kincer next presented to and reviewed with the Board the Storm Water Management Program Report prepared by Storm Water Solutions, LP dated March 2024, a copy of which is attached hereto as **Exhibit G**. It was noted no action was required at this time.

## **DISCUSSION OF OPERATIONS ADVISORY COMMITTEE MEETING FOR THE JOINT WASTEWATER TREATMENT PLANT ("WWTP")**

Director Prudhomme updated the Board regarding the May Operations Advisory Committee meeting for the WWTP. No Board action was required.

## **OPERATIONS REPORT**

Ms. Bonilla-Odums next presented to and reviewed with the Board the Operations Report dated February 18, 2025, a copy of which is attached hereto as **Exhibit H**. In connection therewith, she noted that Inframark is requesting Board authorization to send one (1) account totaling \$121.32 and four (4) demands for reimbursement from private contractors that damaged District facilities to collections. After discussion on the matter, Director Prudhomme moved that Inframark be authorized to send the matters to collections, as requested. Director Flores seconded said motion, which unanimously carried.

Mr. Barker next reported that Texas Water Code Section 13.1396 requires that a district annually submit to each electric distribution utility and each retail electric utility provider, on forms reasonably required by each entity, its facilities which qualify for critical load status and various emergency contact information, in lieu of providing such information to the county judge of each county in which the district has critical load facilities. After discussion on the matter, Director Prudhomme moved that the District's engineer and/or operator be authorized to make such annual filing on behalf of the District. Director Flores seconded said motion, which unanimously carried.

## **REPORT REGARDING DISTRICTS COUNCIL**

Director Prudhomme had no update for the Board regarding upcoming events for the Katy Area Districts Council, a partner of the Katy Area Economic Development Council. No Board action was required regarding this matter.

## **COMMUNICATIONS REPORT**

Ms. Russell presented to and reviewed with the Board the Communications Monthly Report, a copy of which is attached hereto as **Exhibit I**. It was noted no Board action was required.

## **DISTRICT SECURITY**

Director Mundy presented to and reviewed with the Board the Beat Activity Report from the Harris County Sheriff's Office for the month of March 2025, a copy of which report is attached hereto as **Exhibit J**.

### **ATTORNEY'S REPORT**

The Board next considered the Attorney's Report. In connection therewith, Mr. Barker advised the Board that he had nothing further to discuss with the Board of a legal nature which was not covered under specific agenda items.

### **OTHER MATTERS**

The Board next considered matters for possible placement on future agendas. Director Mundy requested to revisit the streetlights on Fry Road between CiCi's and the Church.

### **ADJOURNMENT**

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



Secretary

Board of Directors



## **LIST OF EXHIBITS**

Exhibit A	Bookkeeper's Report
Exhibit B	Tax Assessor-Collector's Report
Exhibit C	Delinquent Tax Report
Exhibit D	Landscape Management Report
Exhibit E	Engineer's Report
Exhibit F	Rate Order
Exhibit G	Storm Water Management Report
Exhibit H	Operations Report
Exhibit I	Communication Report
Exhibit J	Deputy Beat Activity Report from HCSO