

## RAYFORD ROAD MUNICIPAL UTILITY DISTRICT

Minutes of Meeting of Board of Directors  
October 8, 2012

The Board of Directors ("Board") of Rayford Road Municipal Utility District ("District") met on October 8, 2012 at 312 Spring Hill Drive, Suite 100, West Entrance, Spring, Texas 77386, in accordance with the duly posted notice of the meeting, with a quorum of directors present, as follows:

Jon Vallery, President  
Frank Moore, Vice President  
Michael Smith, Assistant Secretary  
Paul Alli, Director

and the following absent:

Charles Saxe, Secretary

Also present were Bill Russell, Mike Williams, Jason Hajduk, Lester Smith, Sergeant David Wees, Jim Nichols, Kathryn Nichols, Chief Matt Rodrique, and Lori G. Aylett.

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

1. Minutes of the meeting of September 10, 2012 were presented for the Board's review and approval. Upon unanimous vote, the minutes were approved as presented.
2. The Board discussed participation in BuyBoard. Membership in the Texas Local Government Purchasing Cooperative is free. The District can become a member by adopting a resolution and entering into an Interlocal Cooperation Agreement with the Cooperative. Vendors that participate in the Cooperative have gone through the competitive bidding process. After discussion, upon unanimous vote, the Board approved the resolution and executed the Interlocal Cooperative Agreement to participate in BuyBoard.
3. The Board discussed the options for replacement of the playground equipment in the park which were presented by Lone Star Recreation at the September Board meeting. Upon unanimous vote, the Board agreed to go with Option 1 offered by Lone Star Recreation in the amount of \$97,679. The BuyBoard discount will reduce this amount by 5%.
4. Chief Matt Rodrique presented a law enforcement report and reported that there were four auto thefts in the District during the month. Homeowners in the District participated with the Constable's office in National Night Out. Chief Rodrique discussed the purchase of new vehicle for the District's fleet and noted that a new Chevrolet Tahoe can be purchased for \$26,862. With an additional charge of \$4,898.80 for necessary equipment, the total purchase price will be \$31,760.80. Upon motion by Director Smith, seconded by Director Moore, the Board approved purchase of the new vehicle for the District's fleet. Chief Rodrique also requested \$659 for the purchase of a camera for each deputy. Upon motion made by

Director Moore, seconded by Director Alli, the Board approved the purchase of a camera for each deputy.

5. Bill Russell presented a bookkeeper's report, a copy of which is attached. After this meeting, the debt service fund balance will stand at \$1,865,401.43. The capital projects fund will stand at \$1,427,415.82. After payment of tonight's bills, the operating fund will stand at \$1,607,872.39. Year-to-date revenues exceed expenditures for the first four months of the fiscal year by \$478,482.70. The debt service payment was overpaid because the amounts due changed because of the refunding bond issue; a refund has since been received. Upon unanimous vote, the Board approved payment of director fees and expenses. Upon unanimous vote by separate motion, the Board approved the bookkeeper's report as presented and authorized payment of the remainder of the District's bills.

6. Mike Williams presented an operator's report. The District billed \$284,440.65. The operator took 10 bacteriological samples, all of which were within acceptable limits. The District served 3,807 customers, and 3,578 customers received all services including garbage. The District accounted for 92% of the water produced. The sewage treatment plant operated at 72% of capacity with no violations. The operator requested write-off of six accounts totaling \$733.90. One customer present at the meeting stated concerns about water usage. The Board and operator discussed leak detection, water usage, and San Jacinto River Authority fees. The operator explained the District's rates and charges and offered to review the customer's account and usage. Upon unanimous vote, the Board approved the operator's report and the write-offs as presented.

7. Mike Williams presented a parks and recreational facilities report. There were 12 calls regarding issues in the parks. Two calls were for the pavilion, and 10 calls were for the ball fields. There were no parties during the month. Four trees were cut down behind the pool, and the damage to the overlook was repaired.

8. Jason Hajduk presented an engineer's report. Plans and contract specifications for the Phase I sanitary sewer rehabilitation are almost complete. The engineer requested authorization to begin advertisement for bids, and the Board concurred.

With regard to well no. 3, construction is almost complete. A final walk-through was held on October 2, and the punch list has been generated.

Phase II construction of the water plant no. 1 ground storage tank replacement and water plant no. 2 modifications has begun. Demolition is expected to begin this week. A majority of the work will take place within 90 to 120 days.

The engineer confirmed that he has received no new correspondence from Primrose School of Imperial Oaks after informing them of annexation fees.

The wastewater treatment plant permit renewal application is complete. The first advertisement was on September 9, and the second and final advertisement is expected to be November 9. Also at the wastewater treatment plant, the new headworks was delivered and installed.

The District operator received a call from residents who are inquiring about whether erosion on District property has damaged their fence. The engineer will have to investigate further.

The Board discussed the Phase II (small) MS4 Annual Report for members of the South Montgomery County Stormwater Coalition. John Montgomery supplied the necessary information to the engineer for Drainage District No. 6. Educational materials were provided to District residents in compliance with the permit requirements, and all stormwater inlets were marked. The engineer recommended approval and execution of the annual report. Upon unanimous vote, the Board approved the annual MS4 report and authorized its submission to the TCEQ as required by law.

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



Secretary