

**RAYFORD ROAD MUNICIPAL UTILITY DISTRICT**

Minutes of Meeting of Board of Directors

February 12, 2018

The Board of Directors ("Board") of Rayford Road Municipal Utility District ("District") met at 27316 Spectrum Way, Oak Ridge, Texas, on February 12, 2018, in accordance with the duly posted notice of the meeting, with a quorum of directors present, as follows:

Jon Vallery, President  
Brendon Keith, Secretary  
James Nichols, Director

and the following absent:

Frank Moore, Vice President  
Michael Smith, Assistant Secretary.

Also present were Bill Russell, Mike Williams, Jason Hajduk, George Defenbaugh, Paul Green, Christie Leighton, James Ridgway, Lucy Ridgway, Kathryn Nichols, Clayton Harry, Corporal Richard Vogel, Genene Gordon, 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 held January 8, 2018 were presented for the Board's review and approval. Upon unanimous vote, the minutes were approved as presented.

2. Christie Leighton presented the Best Trash quarterly report. In response to a question from the Board, Ms. Leighton reported that different trucks are used to collect recycling and trash although they look the same.

3. Corporal Vogel presented a law enforcement report and reported the following statistics: there were 48 District calls; 287 contract calls; 326 traffic contacts; 42 reports taken; four felony arrest; 15 misdemeanor arrests; seven crashes; and 19 charges filed. Corporal Vogel discussed District calls and reported that the officers do not leave the contract unless there is an emergency. However, the new computer system flags all trips (like getting an oil change) a district call, so this may leave the erroneous impression that officers are not working inside the contract area.

4. The Board considered citizen comments. George Defenbaugh addressed the Board and expressed appreciation on behalf of the Imperial Oaks Property Owners Association for the lights being fixed at the park. James Ridgway addressed the Board and asked that they reconsider implementation of Smart Meters in 2018.

5. Bill Russell presented the bookkeeper's report, a copy of which is attached. After this meeting, the debt service fund balance will stand at \$3,612,939.73. The capital projects fund will stand at \$91,976.22. The general fund will stand at \$3,475,271.21.

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Revenues exceeded expenses for eight months of the fiscal year by \$402,097.84. 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. The Board considered the tax assessor/collector's contract. The attorney noted that the District must give notice of termination by March 1 of each year to avoid assessment of collection fees. The Board noted that they were happy with the tax assessor's service, and therefore no action was taken.

7. There was presented the attached Resolution Authorizing Challenge to the Appraisal Roll. The attorney noted that the preliminary tax roll comes out in May, and the tax assessor has a limited amount of time to review the roll and challenge any errors or omissions that are found. The tax assessor should be authorized to make such challenges on the District's behalf. Upon unanimous vote, the Board approved the resolution as presented.

8. Mike Williams presented an operator's report. The District billed \$297,031.22 to customers for services rendered. The operator took 10 bacteriological samples, all of which were acceptable. The District accounted for 93% of the water produced. The District served 3,820 customers, and 3,600 customers received all services including garbage. The sewage treatment plant operated at 71% of capacity with no permit violations.

The operator requested write-off of six accounts in the total amount of \$789, and the Board approved the request.

The operator reported on a customer request's for reimbursement of plumbing bills. The contractor that repaired the District sewer lines reinstalled at a reverse grade. The Board approved the reimbursement of the plumbing bills and authorized the engineer to pursue the contractor for all costs associated with their damage.

The operator reported that 26 customer service representatives stayed at the operator's office 24 hours a day and slept in shifts during the freezing weather. A number of customers had broken water lines during the freeze, and the operator was able to respond quickly because they were staged in the subdivision. The Board thanked the operator for their responsiveness during the ice storm.

After discussion, upon unanimous vote, the Board approved the operator's report as presented.

9. Mike Williams presented a parks and recreational facilities report. There were 10 calls regarding issues in the parks. Five calls were for the pavilion, three calls were for the ball fields, and two calls were received this month for information.

Mike Williams reported that dead pine trees were removed during the month and daylight sensors were installed on the lights in the parking lot.

Upon unanimous vote, the Board approved the parks report as presented.

10. Jason Hajduk presented an engineer's report. The engineer reported that Faith United Methodist Church executed a water line easement with the District, and the engineer met with the Church to discuss layout and tree removal. The next step is for the engineer to prepare an easement for the MCDD 6 line.

With regard to the Imperial Oaks Park 10 Fence / Reserve area, the MUD 115 developer agreed to the District's conditions on the fence construction. The goal is to put the fence against the property line. The attorney presented a draft of the fence maintenance agreement with MUD 115 and reviewed it with the Board in some detail. The goal is for the homeowners to be able to attach to the fence, and the fence needs to be maintained long-term by MUD 115. The HOA representative volunteered to send a letter to residents to inform them of the fence, once the agreement between the two districts is complete. After full consideration, the Board approved the interlocal agreement with MUD 115 for fence and reserve maintenance as presented.

After discussion, upon unanimous vote, the Board approved the engineer's report.

11. Representatives of Kadiwal Investments approached the Board and stated that they were interested in purchasing more land and adding these properties to their out-of-District service agreement. The engineer advised that this would require additional money for an additional feasibility study.

12. The Board discussed the Phase II (small) MS4 Annual Report for members of the South Montgomery County Stormwater Coalition. The attorney recommended approval of the annual report and execution by the Board President. Upon unanimous vote, the Board approved the annual MS4 report and authorized its submission to the TCEQ as required by law.

13. Lori Aylett noted that she had not heard anything further from the San Jacinto River Authority regarding their conveyance of facilities document.

14. There was no developer's report for consideration.

15. There was presented the attached Order for Election of Directors. The attorney noted that if an election were required to be held, it would be held on the uniform election date of Saturday, May 5, 2018. Upon unanimous vote, the Board adopted the Order as presented.

16. The Board reviewed the Joint Election Agreement and Election Services Agreement with Montgomery County. The Board noted that it would be economical and appropriate to conduct a joint election with the County and allow them to provide elections services pursuant to the agreement. Upon unanimous vote, the Board approved the Joint Election Agreement and Election Services Agreement as presented.

17. The attorney for the District then discussed with the Board the requirements of newly enacted Senate Bill 625. The new law requires districts to annually provide certain records and information concerning the District's finances and tax rates to the Texas Comptroller of Public Accounts. The comptroller is required to create a special

information database on their website, where the information will be assembled, updated, and made available to the public free of charge. The required information is already publically available in other places, but the law requires submission of the information to the comptroller. The information includes the name of the District, the names of the Board members, any employees, addresses, websites if applicable, names of certain consultants, the total amount of bonds authorized by District voters, the aggregate principal amount of bonds issued, the tax rate, and audited financial information. Upon unanimous vote, the Board authorized the attorney to prepare and file the required report by the May 1, 2018 deadline.

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



Asst Secretary