

MINUTES OF REGULAR MEETING  
KLEINWOOD MUNICIPAL UTILITY DISTRICT  
HARRIS COUNTY, TEXAS

23 January 2020

STATE OF TEXAS  
COUNTY OF HARRIS

The Board of Directors (the "Board") of Kleinwood Municipal Utility District (the "District") of Harris County, Texas, met in regular session, open to the public, on the 23rd day of January, 2020, at the District Office, 16530 Kleinwood Drive, Spring, Texas, within the boundaries of the District, and the roll was called of the duly constituted officers and members of the Board, to-wit:

David C. Guerrero	President
Jeff Gobbell	Vice President
Joe Fratangelo	Secretary/Treasurer
Sherry Allard	Assistant Vice President & Assistant Secretary
Robert Ehmann	Assistant Secretary

and all of said persons were present, thus constituting a quorum.

Also present were: René Andel of Wheeler & Associates, Inc. ("Wheeler"), the Tax Assessor/Collector for the District; Bill Blitch with Blitch Associates, Inc. ("Blitch"), the District's Financial Advisor; Jeffrey Bishop, P.E., and Ryan Schilhab, E.I.T., of Jones & Carter, Inc. ("J&C"), Engineer for the District; Chris Zilko of Environmental Development Partners, L.L.C. ("EDP"), Operator for the District; Roger Schuett, Office Manager for the District; Tom Dillard and T.J. Cloud representing Champions Hydro-Lawn, Inc. ("CHL"); Sergeant Michael Gonzales and Deputy Thomas Ozio with Harris County Precinct 4 Constable's Office; Sara Burson and Jennifer Smith representing Accurate Meter & Supply (called "AMS"); Will Yale and David Green of Coats Rose, P.C., Attorney for the District; and Tom Liewer, a resident of the District.

Director Guerrero called the meeting to order.

**HEAR FROM THE PUBLIC**

The President recognized Mr. Liewer, who addressed the Board regarding his prior experience as a director for another water district prior to moving into the District.

**MINUTES OF THE MEETING OF 19 DECEMBER 2019**

The minutes of the meeting of the Board held on 19 December 2019, previously distributed to the Board, were presented for consideration and approval. After

discussion, upon a motion duly made and seconded, the Board voted unanimously to approve the minutes of the meeting of 19 December 2019, as written.

### **PEACE OFFICER'S REPORT**

The President recognized Deputy Ozio, who presented the Peace Officer's Report, a copy of which is attached hereto. The Directors then discussed security related issues with Deputy Ozio. Then, after review, upon a motion duly made and seconded, the Board voted unanimously to accept the Peace Officer's Report.

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

The President recognized Mr. Cloud, who submitted to and reviewed with the Board the Detention and Drainage Facilities Report (the "Detention Facilities Report") prepared by CHL in connection with (1) the maintenance of the Champion Woods Estates Detention Pond; and (2) the maintenance of the landscaping at the Walking Garden and the District Office site. A copy of the Detention Facilities Report is attached hereto as an exhibit to these minutes. After discussion, upon a motion duly made and seconded, the Board voted unanimously to accept the Detention Facilities Report.

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

The President recognized Ms. Andel, who submitted to and reviewed with the Board the Tax Assessor/Collector's Report. A copy of the Tax Assessor/Collector's Report is attached hereto. The Board noted that the District had collected 44.5% of its 2019 taxes. The Directors also reviewed and discussed the Delinquent Collections Listing, a copy of which is attached hereto. Ms. Andel noted that Wheeler was requesting approval for four checks written on the District's tax account, and two transfers by wire as follows: a transfer of \$163,223.57 in revenues from the tax for maintenance and operations to the District's Operating Fund and \$365,000.00 to the Debt Service Fund.

Then, after discussion, upon a motion duly made and seconded, the Board voted unanimously to approve the Tax Assessor/Collector's Report and to authorize payment of the checks listed therein.

### **SENATE BILL 2 / TAXING UNIT PUNCH LIST**

Ms. Andel then discussed with the Board the requirements under Senate Bill 2 as approved by the 86th Texas Legislature – Regular Session (2019) for taxing units such as the District to post certain information on their internet websites (the "Required Information"). She distributed to the Board copies of the Senate Bill 2 Taxing Unit Punch List as prepared by Wheeler, a copy of which is attached hereto as an exhibit to these minutes. Ms. Andel stated that the District could engage Wheeler to post and maintain the Required Information for the District on the website for Wheeler. Mr. Yale stated that he would review the list of Required Information as denoted in the Senate Bill 2 Taxing

Unit Punch List. The Directors then deferred further discussion of this matter to a future meeting of the Board.

## **ENGINEER'S REPORT**

The President then recognized Mr. Bishop, who presented the Engineer's Report as follows:

Cleaning and Televised Inspection of Sanitary Sewer System (the "Televised Inspection"). The Board discussed the contract with CSI Consolidated, LLC dba AIMS Companies (called "CSI") for the Televised Inspection. Mr. Bishop reported that CSI had completed the Televised Inspection and the project was ready for close-out. He noted that during the past month CSI had submitted videos of four manholes to the District's Engineer for review.

Mr. Bishop then submitted for the Board's review the Certificate of Acceptance for the Televised Inspection as prepared by the District's Engineer. After discussion, upon a motion duly made and seconded, the Board voted unanimously to authorize execution of the Certificate of Acceptance for the Televised Inspection. [The Certificate of Acceptance was not executed until the Board's meeting on 27 February 2020.]

Mr. Bishop then reported that CSI had submitted Pay Estimate No. 6 and FINAL in the amount of \$10,941.96 in connection with the Televised Inspection project. A copy of Pay Estimate No. 6 and FINAL is attached hereto as an exhibit to these minutes. After discussion, upon a motion duly made and seconded, the Board voted unanimously to authorize payment of Pay Estimate No. 6 and FINAL.

Recommendations for Proposed Rehabilitation of Sanitary Sewer System. Mr. Bishop reported that J&C had prepared a list of recommended repairs to the District's sanitary sewer system (the "Sewer Rehabilitation") based on the review of the videos from the Televised Inspection. He submitted to and reviewed with the Board copies of the Sanitary Sewer Repairs Summary (the "Repairs Summary"), a copy of which is attached hereto as an exhibit to these minutes. Mr. Bishop called the Board's attention to photographs in the Repairs Summary that illustrate certain segments of the District's sanitary sewer system that were in need of recommended repairs. He then called the Board's attention to the Preliminary Construction Cost Estimate for the Sewer Rehabilitation as prepared by the District's Engineer, a copy of which is included with the Engineer's Report. The Board noted that the estimated cost for the proposed Sewer Rehabilitation project totaled \$2,178,000, which amount includes contingencies, engineering fees, and reimbursable expenses. Mr. Bishop pointed out to the Board that the District's estimated pro-rata share of the total cost for the Sewer Rehabilitation (the "Pro-Rata Share") would be approximately \$1,951,887. He added that the estimated Pro-Rata Share for Harris County Water Control & Improvement District No. 114 ("HCWCID No. 114") would be \$183,259 and the estimated Pro-Rata Share for Klein Independent School District ("Klein ISD") would be \$42,854.

Mr. Bishop remarked that the District's Capital Improvements Plan (the "CIP") allocated approximately \$575,000 in construction costs for the Sewer Rehabilitation in 2021. In order to maintain that amount as a potential budget item, he continued, the District could divide the Sewer Rehabilitation into a phased approach over several years, with the District first addressing the more immediate priority repairs. He reviewed with the Board the Preliminary Construction Cost Estimate for the Sewer Rehabilitation – Phase 1, a copy of which is included with the Engineer's Report. He explained that the District's Pro-Rata Share of the cost for the Sewer Rehabilitation – Phase 1 would total \$557,223, with Pro-Rata Shares of \$198,088 and \$35,689 for HCWCID No. 114 and Klein ISD, respectively.

Mr. Blitch then addressed the Board regarding the possible sale of the District's Series 2020 Bonds to finance (1) the proposed Sewer Rehabilitation; and (2) the proposed purchase and installation of electronic water meters on the residential and commercial connections in the District. He submitted to and reviewed with the Board a set of schedules prepared by Blitch that list various options for the Sewer Rehabilitation project and the funding of same (the "Bond Sale Schedules"). A copy of the set of Bond Sale Schedules is attached hereto as an exhibit to these minutes. Mr. Yale remarked that the market conditions for selling bonds would be advantageous for the District at this time in view of historically low interest rates. He stated that other CIP projects could be included in the possible sale of bonds in order to maximize the financial efficiency of the bond sale. Following a thorough discussion with Mr. Blitch and Mr. Bishop, the Directors expressed their desire to undertake the Sewer Rehabilitation in a phased approach and to fund the project from the District's Capital Improvements Allocation Account (a sub-account in the District's Operating Fund for the purpose of funding certain capital expenditure items) rather than through the sale of bonds.

After discussion, upon a motion duly made and seconded, the Board voted unanimously to authorize the District's Engineer to proceed with preparation of plans and specifications for the Sewer Rehabilitation – Phase 1 project.

Annual Water Plant Inspection. Mr. Bishop discussed with the Board the need to perform the annual inspection of the District's Water Plants Nos. 1 and 2. He recommended that the Board authorize the District's Engineer to perform the minimum checklist inspection (the "Checklist Inspection") as required by the Texas Commission on Environmental Quality. Mr. Bishop estimated that J&C's fee to perform the Checklist Inspection would total approximately \$1,600. He called the Board's attention to the Scope of Work for the Checklist Inspection as prepared by J&C, a copy of which is included with the Engineers' Report. After discussion, upon a motion duly made and seconded, the Board voted unanimously to authorize the District's Engineer to proceed with the Checklist Inspection.

Request for Service / Eggcellent Restaurant & Banquet Hall (the "Restaurant & Banquet Hall") at 8033 Louetta Road. Mr. Bishop discussed with the Board the request for service from Mohammad Amin in connection with the proposed development of the

Restaurant & Banquet Hall. He reported that, to date, J&C had not received the revised plans for the Restaurant and Banquet Hall.

Request for Service / Meyer Park at Champion Forest. Mr. Bishop discussed with the Board the request from Ollie Hilliard of Darby Real Estate Investments, L.P. for service to and annexation of a 9.68-acre tract at 15919 Stuebner Airline Road (the "Darby Tract"). He reported that, to date, J&C had not received the revised plans for the proposed multi-family residential development in the Darby Tract.

Request for Service / State Farm Insurance Office at 7702 Louetta Road. The Board discussed the request from Randy Reeves for water and sanitary sewer service to the tract of land located at 7702 Louetta Road (the "Reeves Tract"), in which his State Farm Insurance office is located. Mr. Bishop stated that, to date, J&C had not received the revised plans for the Reeves Tract.

Then, after review, upon a motion duly made and seconded, the Board voted unanimously to accept the Engineer's Report.

## **AMS PRESENTATION / ELECTRONIC WATER METERS**

Next, the Board discussed the proposed replacement of water meters on residential and commercial connections in the District with electronic water meters (the "Smart Meters"). The President recognized Ms. Burson and Ms. Smith, who gave a presentation to the Board regarding AMS and the Smart Meters manufactured by Badger Meter ("Badger"). Ms. Burson distributed to the Board informational materials relating to (1) the Badger Smart Meters; and (2) the Beacon Advanced Metering Analytics ("AMA") system. Ms. Smith demonstrated for the Board the online customer interface for the Beacon AMA system. Ms. Burson discussed with the Board the operation and features of the Badger Smart Meters and the Beacon AMA System.

Ms. Burson then submitted a price quote dated 13 January 2020 from AMS for the purchase of 877 Smart Meters at a cost of \$383,150.00, which cost includes the Beacon AMA Engagement Fee and the Project Management Fee. Ms. Burson pointed out to the Board that Badger would bill the District an additional monthly subscription charge at the rate of \$0.89 per Smart Meter. For 877 Smart Meters, she continued, the monthly subscription charge would total \$780.53. Mr. Zilko estimated the cost for EDP to replace existing water meters with Smart Meters at \$65 per unit. He suggested that the installation of the Smart Meters could be undertaken in phases, with a set number of Smart Meters to be installed each month.

Ms. Burson proposed that the District participate in a trial of the Smart Meters through the Smart Meter Pilot Program offered by AMS (the "Pilot Program"), in which E-Series Smart Meters would be installed on 10 water connections in the District at a cost of \$4,000. Attached hereto as an exhibit to these minutes is an information sheet for the Pilot Program. Ms. Burson explained that the cost of the Pilot Program would include four months of software access and cellular data through the Beacon AMA

system. The Directors expressed their desire for the District to undertake the Pilot Program, with the Smart Meters to be installed on the service connections at the residences of Directors Ehmann, Fratangelo, Gobbell, and Guerrero, as well as up to six other residential service connections in the District.

After discussion, upon a motion duly made and seconded, the Board voted unanimously to authorize the District's Operator and AMS to proceed with the Pilot Program, with no more than 10 Smart Meters to be installed as described above.

### **OPERATOR'S REPORT**

The President recognized Mr. Zilko, who submitted to and reviewed with the Board the Operator's Report as follows:

Water Plant Operations. Mr. Zilko reported that the billed to pumped ratio for the prior month was 98.4% and that the District has 893 service connections, including three vacant single-family residences. He noted that surface water received from the North Harris County Regional Water Authority (the "NHCRWA") accounted for 99% of the water distributed to the District's customers during the period ending 13 December 2019.

Utility Operator's Report. Mr. Zilko reviewed with the Board the utility billing summary, accountability report, subsidence district report, NHCRWA fee report, and the 60-day delinquent list, as shown in the Operator's Report attached hereto.

Significant System Repairs. Mr. Zilko reviewed with the Board the EDP Invoice and Bill Direct Statement dated 8 January 2020, a copy of which is included with the Operator's Report.

Then, after review, upon a motion duly made and seconded, the Board voted unanimously to accept the Operator's Report, a copy of which is attached hereto.

### **TERMINATION OF SERVICE**

Consideration was then given to the termination of water and sewer service to certain delinquent accounts. The President recognized Mr. Zilko, who advised the Board that the requisite notifications had been given to each customer and that each customer was advised of the date, time, and place of the Board meeting which they could attend to discuss termination of service. The Board noted that there were no customers present to protest the utility billings. After discussion, upon a motion duly made and seconded, the Board voted unanimously to authorize the Operator to terminate the water and sewer service to those accounts listed on the termination list.

## **CUSTOMER WRITE-OFF REPORT**

Mr. Zilko reviewed with the Board the Customer Write-Off Report as prepared by the District's Operator. A copy of the Customer Write-Off Report is included with the Operations Report. The Directors noted that there were 13 delinquent service accounts in the total amount of \$2,271.46 through 15 September 2019 that would be written off and turned over to a collection agency. After review, upon a motion duly made and seconded, the Board voted unanimously to write-off the delinquent utility service accounts and direct the District's Operator to engage a collection agency to pursue collection of the amounts owed to the District by the delinquent utility service accounts listed in the Customer Write-Off Report.

## **ATTORNEY'S REPORT**

The President recognized Mr. Yale, who presented the Attorney's Report.

## **NHCRWA**

Mr. Yale distributed copies of a memorandum from the District's Attorney regarding the 6 January 2020 meeting of the NHCRWA board of directors (the "NHCRWA Board"). A copy of the memorandum is attached hereto. He then reviewed with the Board the Updated Pricing Policy from the NHCRWA regarding the increases in the well pumpage fee and the surface water delivery fee that were approved by the NHCRWA Board on 2 December 2019. A copy of the Updated Pricing Policy is attached hereto as an exhibit. Mr. Yale pointed out to the Directors that the NHCRWA Board had voted to (1) increase the groundwater pumpage fee from \$3.85 per 1,000 gallons ("k/gal") of groundwater pumped by water districts in its jurisdiction to \$4.25 per k/gal; and (2) increase the surface water delivery fee from \$4.30 per k/gal to \$4.70 per k/gal of surface water purchased from the Authority (collectively, the "Fee Increases"). He stated that the Fee Increases would be effective on 1 April 2020.

## **WEBSITE**

The Directors briefly discussed matters relating to the District's internet website (the "Website"). The Board directed the District's Attorney to notify the Texas Network to place a pop-up announcement regarding the Fee Increases on the Website. The Board then directed the District's Operator to include an insert regarding the Fee Increases with the bills that are distributed to the District's customers.

## **POWER SUPPLY ISSUES / PUBLIC POWER POOL ("P3")**

Next, the Directors discussed matters pertaining to the aggregate purchase of electricity under the auspices of the P3. Mr. Yale distributed copies of a newsletter from P3 dated 14 January 2020, a copy of which is attached hereto.

## **EMINENT DOMAIN REPORTING**

Mr. Yale reported that on 30 December 2019 the District's Attorney had filed with the Texas Comptroller the annual report for the District containing certain information relating to the District's eminent domain authority pursuant to Senate Bill 1812 as approved by the 84th Texas Legislature – Regular Session 2015. A copy of the Eminent Domain Report Confirmation for the District is attached hereto as an exhibit to these minutes.

## **RAVENEUX COUNTRY CLUB**

Then Mr. Yale reviewed with the Board a recent news article from the Houston Chronicle regarding the pending purchase by the Harris County Flood Control District (the "HCFCD") of a 27.63-acre tract of land from the Raveneaux Country Club (the "RCC Tract"). A copy of the news article is attached hereto as an exhibit to these minutes. According to the news article, said Mr. Yale, HCFCD is contemplating the possible construction of a regional stormwater detention basin in the RCC Tract for flood mitigation purposes. He noted that the Harris County Commissioners Court was slated to vote on the purchase of the RCC Tract at its meeting on 28 January 2020.

## **FINANCIAL ADVISOR / ANNUAL G-10 NOTIFICATION**

Mr. Yale submitted for the Board's review an electronic mail message 23 December 2019 from Blich, a copy of which is attached hereto as an exhibit to these minutes. Mr. Yale explained that pursuant to certain amendments to Rule G-10 as promulgated by the Municipal Securities Rulemaking Board ("MSRB"), municipal financial advisors are required to present certain written disclosures to their clients with respect to Investor and Municipal Advisory Client Education and Protection. Accordingly, he continued, the electronic mail message states that (1) Blich is currently registered as a Municipal Advisor with the Securities & Exchange Commission and the MSRB; and (2) within the MSRB website the District may obtain the Municipal Advisory client brochure that describes the protections that may be provided by the MSRB Rules, along with the procedures for filing a complaint with financial regulatory authorities

Then, after review, upon a motion duly made and seconded, the Board voted unanimously to accept the Attorney's Report.

## **AMENDMENTS TO RATE ORDER**

Consideration was then given to amending the District's Consolidated Rate Order (the "Rate Order") with regard to (1) adjusting the fees charged by the District's Operator for certain services provided to the District's customers; (2) adjusting certain deposits to be paid by the District's customers; (3) adding a section to the Rate Order regarding backflow prevention assemblies and establishing inspection fees for same; and (4) removing two sections of the Rate Order that are no longer applicable.



After discussion, upon a motion duly made and seconded, the Board voted unanimously to:

- (1) Revise Section 2.06.A – Sewer Inspection and Fees to read as follows:

"A. Sewer Inspection and Fees. Sewer connections and house service lines shall be inspected by the District's Operator for compliance with the Rules and Regulations. An inspection fee of \$100.00 shall be charged for all residential connections. Installations which fail to conform at any time to the Rules and Regulations shall be disconnected. Any Customer whose connection is disconnected for such failure shall be notified as to the basis for such disconnection. After noted deficiencies have been corrected, a reinspection shall be made upon payment to the District of a reinspection fee of \$100.00. If subsequent re-inspections are required before the sewer connection and service lines are in compliance with the Rules and Regulations, a reinspection fee of \$100.00 shall be charged for each such reinspection.

An inspection fee of 150% of the District's cost shall be charged for all commercial connections. Installations which fail to conform at any time to the Rules and Regulations shall be disconnected. Any Commercial Customer whose connection is disconnected for such failure shall be notified as to the basis for such disconnection. After noted deficiencies have been corrected, a reinspection shall be made upon payment to the District of a reinspection fee of 150% of the District's cost. If subsequent re-inspections are required before the sewer connection and service lines are in compliance with the Rules and Regulations, a reinspection fee of \$100.00 shall be charged for each such reinspection."

- (2) Revise Section 2.06.C – Commercial Customer Service Inspection Fee to read as follows:

"C. Commercial Customer Service Inspection Fee. When the District's Operator performs the Customer Service Inspection for a commercial connection, and completes the Customer Service Inspection Certification required by Article III of the Rules and Regulations, the District shall charge the Commercial Customer 150% of the cost thereof to the District. If re-inspections are required before the sewer connection and service lines are in compliance with the Rules and Regulations, the District shall charge the Commercial Customer 150% of the cost thereof to the District for each re-inspection."

- (3) Add Section 2.06.G – Backflow Prevention Assembly Inspection and Fees to the Rate Order, to read as follows:

"G. Backflow Prevention Assembly Inspection and Fees. The backflow prevention assemblies required at all commercial establishments pursuant to Section 3.06 of the Rules and Regulations shall be tested upon installation and annually thereafter. The Customer is responsible for ensuring that all backflow prevention assemblies are tested upon installation by a recognized backflow prevention assembly tester. If this test is performed by the District's Operator or its subcontractor, a fee equivalent to 150% of cost shall be charged by the District to cover the cost of such inspections and shall be billed on the Customer's regular bill. The Customer shall be responsible for the cost of any repairs.

The backflow prevention assemblies for residential Customers shall be tested upon installation and annually thereafter. The Customer is responsible for ensuring that all backflow prevention assemblies are tested upon installation by a recognized backflow prevention

assembly tester. If this test is performed by the District's Operator or its subcontractor, a fee of \$125 shall be charged by the District to cover the cost of such inspections and shall be billed on the Customer's regular bill. The Customer shall be responsible for the cost of any repairs.

At the Customer's request, the Operator shall perform an annual backflow prevention assembly inspection at a cost of 150% of the cost to the District if the Customer chooses not to engage a third party to perform the annual test."

- (4) Revise Section 2.07 – Builder's Deposit to increase to \$2,500 the deposit to be paid by each builder of a residence, commercial building, or other structure in the District.
- (5) Revise Section 2.08.B – Application and Deposit to increase to \$2,500 the minimum security deposit to be provided by a customer desiring temporary water service.
- (6) Revise Section 4.01.B – Notice and Appeal to increase to \$25 the fee to be charged for a service call by the District's Operator to disconnect a District customer.
- (7) Add Section 4.01.D – Fee for Disconnection Notice to the Rate Order, to read as follows:

"D. Fee for Disconnection Notice. The District shall charge the Customer a fee of \$8.00 each time the Operator issues a termination letter to the Customer, as described in Section 4.01B. above, and a fee of \$8.00 each time the Operator hangs a disconnection notice on the door of the Customer's residence or place of business."

- (8) Remove Section 3.02.B.1 – Commercial Buildings, Receiving Sewer Service Only from the Rate Order in its entirety; and
- (9) Remove Section 3.09 – Non-Taxable Multi-Family Property from the Rate Order in its entirety.

After discussion, upon a motion duly made and seconded, the Board voted unanimously to amend the Rate Order as described above. A copy of the amended Rate Order is on file in the permanent records of the District.

## **REPORT ON OPERATION OF DISTRICT OFFICE**

The President recognized Mr. Schuett, who presented the report concerning the District Office (the "Office Report"), a copy of which is attached hereto. Then, after review, upon a motion duly made and seconded, the Board voted unanimously to accept the Office Report.

## **BOOKKEEPER'S REPORT**

Mr. Schuett distributed to the Board copies of the Bookkeeper's Report on behalf of Claudia Redden & Associates, L.L.C., the District's Bookkeeper, a copy of which is attached hereto as an exhibit to these minutes. The Directors also reviewed certain invoices for payment by the Board, as well as the Investment Report. Mr. Schuett informed the Board that the District had received a payment of \$25,589.70 from the City of Houston (the "City") for the District's share of sales tax collections during October 2019, pursuant to the Strategic Partnership Agreement with the City for limited purpose annexation of commercial property in the District.

Then, upon a motion duly made and seconded, the Board voted unanimously to approve the Bookkeeper's Report, and to authorize payment of the checks listed therein.

## **LANDSCAPING AT U.S. POST OFFICE / 7717 LOUETTA ROAD**

The Board then discussed matters regarding the landscaping at the U.S. Postal Service facility located at 7717 Louetta Road in the District (the "Post Office"), including the possible cooperative effort between the District, certain local homeowner associations, and water districts in the vicinity to pursue a beautification project at the Post Office site (the "Beautification"). Mr. Yale reported that the District's Attorney was preparing a letter regarding the proposed Beautification to be transmitted to the local Postmaster (the "Letter"). Mr. Bishop distributed to Mr. Yale and the Board a set of recent photographs taken by J&C that show the condition of the landscaping Post Office site. Copies of the photographs are attached hereto as exhibits. Mr. Yale stated that the photographs would be included with the Letter.

## **KLEINWOOD JOINT POWERS BOARD ("KJPB")**

Director Fratangelo presented a report on the activities of the KJPB.

## **KLEINWOOD MAINTENANCE FUND ("KMF")**

Director Gobbell presented a report on the activities of the KMF.

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



*[Handwritten Signature]*  
Secretary, Board of Directors

Kleinwood Municipal Utility District  
Meeting of 23 January 2020  
Attachments

1. Attendance Sheet;
2. Peace Officer Report;
3. Detention and Drainage Facilities Report;
4. Tax Assessor/Collector's Report;
5. Senate Bill 2 Taxing Unit Punch List;
6. Engineer's Report;
7. Pay Estimate No. 6 and FINAL – sanitary sewer televising;
8. Sanitary Sewer Repairs Summary;
9. Bond Sale Schedules;
10. Price Quote for Smart Meters – Accurate Meter & Supply;
11. Information Sheet for Smart Meter Pilot Program;
12. Operator's Report;
13. Coats Rose memo – NHCRWA meeting;
14. Letter from NHCRWA – Updated Pricing Policy;
15. P3 Newsletter;
16. Eminent Domain Report Confirmation;
17. News Article – Raveneaux Country Club;
18. Email from Blich Associates – Rule G-10 Notification;
19. District Office Report;
20. Bookkeeper's Report; and
21. Photographs of landscaping at Post Office site.