

**MINUTES OF THE MEETING OF
FORT BEND COUNTY FRESH WATER SUPPLY DISTRICT NO. 1**

July 28, 2016

STATE OF TEXAS

COUNTY OF FORT BEND

The Board of Supervisors (the “Board”) of Fort Bend County Fresh Water Supply District No. 1 of Fort Bend County, Texas (the “District”), met in special session, open to the public, on July 28, 2016, commencing at 6:00 p.m. at 4521 F.M. 521 North, Fresno, Fort Bend County, Texas, a designated meeting place inside the boundaries of the District, and the roll was called of the duly constituted officers and members of the Board, to wit:

Paul Hamilton	President
Greg Fleck	Vice President
Calvin Casher	Secretary
Rodrigo Carreon	Assistant Secretary
Rosa Linda Medina	Assistant Secretary

All members of the Board were present, thus constituting a quorum.

Also present at the meeting were: David Dybala with Jacobs Engineering Group, Inc. (“Jacobs”), the District’s Engineer; Breah Campbell with Environmental Development Partners (“EDP”), Operator for the District; Michael Gutierrez with Fort Bend County Precinct 1; Felipe Gonzalez Hernandez, Tax Assessor for the District; and Michael R. Willis, Ryan LaRue and Wesley Willis of Sanford Kuhl Hagan Kugle Parker Kahn LLP (“SK Law”), the District’s Attorney.

The meeting was called to order and the following business was transacted.

1. ENGINEER’S REPORT

The Board recognized Mr. Dybala, who presented the Engineer’s Report as follows:

A. Status of Projects.

1. Teleview Terrace Water and Wastewater Plumbing Contract

- The Engineer and the Attorney have met to finalize the plumbing contract.

2. Marbill Estates/Portion of Ridgewood Estates/Teague Road

- A pre-construction meeting was held on May 26, 2016 and the notice to proceed date for the project was established as June 20, 2016. The construction duration is 300 calendar days.
- Mr. Dybala presented to the Board Pay Estimate No. 1 from Geotest Engineering in the amount of \$311.00. Mr. Dybala recommended approval of the Pay Estimate. Upon motion duly made and seconded, the Board voted unanimously to approve Pay Estimate No. 1.

3. **Water and Wastewater Plumbing Contract for Marbill Estates, and Ridgewood Estates Subdivisions, and North and South Teague Road**

- Town hall meetings are underway.

4. **Phase II Water Distribution System within Public Right-of-Way**

- The Project is nearing completion.
- Mr. Dybala presented to the Board Pay Estimate No. 6 in the amount of \$185,513.62 from Reddico Construction Co., Inc. Mr. Dybala recommended approval of the Pay Estimate. Upon motion duly made and seconded, the Board voted unanimously to approve Pay Estimate No. 6.
- Mr. Dybala presented to the Board Pay Estimate No. 7 from Geotest Engineering in the amount of \$2,748.60. Mr. Dybala recommended approval of the Pay Estimate. Upon motion duly made and seconded, the Board voted unanimously to approve Pay Estimate No. 7.

5. **Phase II Water Plumbing Contract**

- Town hall meetings are complete. The Engineer and the Attorney will meet soon to prepare the plumbing contract.

6. **Phase III Water Plumbing Contract**

- The project is in contract bidding phase.

7. **Davis and West Davis Waterline Project**

- District attorney and Contractor are resolving issues with the Insurance Certificate. Once resolved, a pre-construction meeting will be scheduled.

8. **Fresno Gardens North Wastewater Collection System**

- Jacobs is in the process of completing construction drawings for agency review.

9. **Fresno Gardens North Wastewater Plumbing Contract**

- Town hall meetings will be conducted once the public wastewater lines for this area are under construction.

10. **Gateway Acres Subdivision Wastewater Collection System**

- Jacobs is working on construction drawings for agency review. Supervisor Carreon requested that all sewer manholes in this project be constructed at a level at least one half foot higher than the level of the public streets due to flooding issues. Mr. Dybala noted that he would take this suggestion into consideration, and further noted that each manhole is being fitted with an inflow prevention device.

11. **Gateway Acres Subdivision Wastewater Plumbing Contract**

- Town Hall meetings will be conducted once the public wastewater lines are under contraction.

B. Authorize Engineer to prepare plans and specifications for Projects

- No action required.

C. Authorize advertisement for bids for construction of water and wastewater projects

- No further action required.

D. Report on Status of Project Funding

1. One Year Warranty Expiration Dates

- Televue Terrace lift station and force main – 07/16/2016.
- Water Treatment Plant Expansion – 01/04/2017
- Phase III Waterline Improvements – 03/07/2017
- Televue Terrace Water/Wastewater System – 04/21/17

2. FY08 EPA STAG Grant

- Maximum reimbursable amount from FY08 STAG Grant = \$239,000; Reimbursement Requests submitted to date: \$29,994.96; Amount received: \$29,994.96.
- Deadline has been extended to June 30, 2016. Such funds will be used for water service connections. Jacobs is working on further extending this deadline.

3. FBC FY14 CDBG Funds

- The CDBG notified the District that it will receive \$217,467.00 in funds for the next water and wastewater system plumbing contract.

E. Requests for Water and Sewer Service

- Mr. Dybala updated the Board on the status of commercial applications, detailed in the attached Engineer's Report.

Upon motion duly made by Supervisor Medina, seconded by Supervisor Carreon, the Board voted unanimously to approve the Engineer's Report.

2. RESOLUTION REGARDING EMERGENCY PREPAREDNESS PLAN

Mr. Willis then presented to the Board for approval a Resolution Evidencing Annual Review of Emergency Preparedness Plan (the "Resolution"). In connection therewith, Mr. Dybala reviewed with the Board minor recommended changes to contact information for District representatives and consultants.

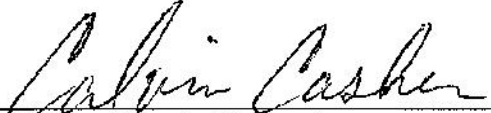
Upon motion duly made and seconded, the Board voted unanimously to approve the Resolution.

3. TOWN HALL MEETING/PUBLIC COMMENT

The Board then opening the town hall meeting, and received questions from the public regarding services to the Marbill Estates and Ridgewood Estates service areas.

There being no further business to come before the Board, upon a motion duly made and seconded, the Board voted unanimously to adjourn.

PASSED, ADOPTED, and APPROVED this August 25, 2016.


Secretary, Board of Supervisors

