

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

February 16, 2017

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 regular session, open to the public, on February 16, 2017, commencing at 6:00 p.m. at the Mustang Community Center, 4521 FM 521 North, Fresno, Fort Bend County, Texas, 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; Phyllis Herbst, the District’s Bookkeeper; Felipe Gonzalez Hernandez, the District’s Tax Assessor; members of the public, the names of which are on the attached attendance sheet; Dwayne Grigar and Commissioner Morales with Fort Bend County Precinct 1; and Michael R. 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. BOOKKEEPER’S REPORT

The Board first considered the Bookkeeper’s Report presented by Ms. Herbst, a copy of which is attached hereto, and the invoices and checks presented for payment as follows:

A. Approval of Bills.

The Board reviewed the bills presented for payment.

B. Review Investment Report.

No Investment Report was given.

C. Review Collateral Pledge Report.

No Collateral Pledge Report was given.

Upon motion duly made by Supervisor Casher, seconded by Supervisor Fleck, the Board voted unanimously to (1) accept the Bookkeeper's Report as presented; and (2) authorize the payment of the checks and invoices listed therein. Supervisor Carreon requested that Ms. Herbst provide the Bookkeeper's Report, including invoices for EDP, one week prior to the meeting.

2. TAX REPORT

The President then recognized Mr. Hernandez, who presented to the Board the Tax Report.

Upon motion duly made by Supervisor Carreon, seconded by Supervisor Fleck, the Board voted unanimously to approve the Tax Report.

3. ATTORNEY'S REPORT

The Board recognized Mr. Willis, who presented the Attorney's report as follows:

A. Approval of Minutes.

Proposed minutes of the regular meeting held on January 19, 2017 were presented for approval.

Upon motion duly made by Supervisor Fleck, seconded by Supervisor Casher, the Board voted unanimously to approve the minutes of the meeting held on January 19, 2017 as presented.

B. Report on Certificates of Convenience and Necessity ("CCNs").

No action was taken on the CCNs.

C. Regional Plant Committee Report.

Supervisor Hamilton presented to the Board the Regional Plant Committee Report.

Upon motion duly made by Supervisor Fleck, seconded by Supervisor Medina, the Board voted unanimously to approve the Regional Plant Committee Report.

D. Regional Facilities Contract

No action was taken in connection with the Regional Facilities Contract.

E. Five Year Financing Plan

No action was taken in connection with the Five Year Financing Plan.

F. Application to TWDB

_____ No action was taken on this matter.

G. Resolution Regarding Tax Exemptions for 2017

Consideration was next given a proposed Resolution Concerning Tax Exemptions for 2017.

Upon motion duly made by Supervisor Medina, seconded by Supervisor Carreon, the Board voted unanimously to approve the Resolution Concerning Tax Exemptions for 2017. A copy of said Resolution is on file in the official records of the District.

H. Engage Attorney to Collect Delinquent Taxes

Consideration was then given to engaging an Attorney to collect the District's delinquent taxes. The Board noted that the District has a contract with Linebarger Goggan Blair and Sampson ("Linebarger") to collect the District's delinquent taxes and that such contract continues until terminated.

Upon motion duly made by Supervisor Medina, seconded by Supervisor Casher, the Board voted unanimously to engage the services of Linebarger to collect the District's delinquent taxes, including the 2016 taxes that are delinquent on July 1, 2017 and thereafter.

I. Resolution Regarding 20% Penalty

Consideration was next given a proposed Resolution Concerning 20% Penalty.

Upon motion duly made by Supervisor Medina, seconded by Supervisor Casher, the Board voted unanimously to approve the Resolution Concerning 20% Penalty. A copy of said Resolution is on file in the official records of the District.

J. Order Calling Bond Election

Consideration was then given to a proposed Order Calling Bond Election.

Upon motion duly made and seconded, the Board voted unanimously to approve the Order calling Bond Election, thereby calling a \$79,000,000 bond election for Saturday, May 6, 2017. A copy of the Order Calling Bond Election is on file in the official records of the District.

The Board then reviewed a proposed Bond Election Schedule for the proposed Bond Election to be held May 6, 2017.

4. OPERATOR'S REPORT/TERMINATION OF SERVICE

The Board next recognized Ms. Campbell, who submitted to and reviewed with the Board the Operator's Report, a copy of which is attached hereto.

Ms. Campbell reported as follows:

- The District pumped a total of 5,530,000 gallons of water for the month.
- The District has 596 connections.
- The billed to pumped ratio was 72.2%.

A. Approval of Repairs to Water System.

Ms. Campbell presented the following repairs:

1. Relocation of waterlines (Stations 105-122) \$90,564.00
2. Relocation of waterlines (719 Trammel) \$2,939.09

3. Relocation of waterlines (851 Trammel) \$2,773.09
4. Relocation of waterlines (935 Trammel) \$1,987.84

B. Approval of Requests for Water Taps.

EDP installed residential taps and meters at five locations for a total of \$3,479.61.

C. Termination of Water Service.

Consideration was then given to the termination of water service to the delinquent accounts listed on the Termination List in the Operator's Report. The Board noted that there were no customers present at the meeting who wished to address the Board regarding their water bills or to protest termination of water service.

Supervisor Carreon requested that the Operator forward copies of the invoices to him prior to the meeting. Upon motion duly made by Supervisor Casher, seconded by Supervisor Medina, the Board voted unanimously (i) to authorize the Operator to terminate service to the accounts listed on the Termination List with the assistance of a peace officer, if necessary; and (ii) approve the Operator's Report.

5. 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 NTP date is set for January 3rd. Jacobs anticipates the project will be complete by April or May, 2017.
- Mr. Dybala presented to the Board for consideration and approval Invoice No. 1 from Geotest Engineering in the amount of \$305.00. Mr. Dybala recommended approval of the Invoice. Upon motion duly made and seconded, the Board voted unanimously to approve Invoice No. 1.

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

- The project is under construction.
- Mr. Dybala presented to the Board for consideration and approval Pay Estimate No. 6 from Reddico in the amount of \$846,746.14. Mr. Dybala recommended approval of the Pay Estimate. Upon motion duly made and seconded, the Board voted unanimously to approve Pay Estimate No. 6.

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

- Town hall meetings are complete.
- Jacobs met with the District's Attorney in December to finalize the connection exhibit.
- Upon motion duly made and seconded, the Board voted unanimously to authorize Jacobs to advertise the project for bid.

4. **Phase II Water Plumbing Contract**

- Mr. Dybala requested signatures for the contract with T Construction.

5. **Phase III Water Plumbing Contract**

- The contractor anticipates connections being complete by February or March, 2017.
- Mr. Dybala presented to the Board for consideration and approval Pay Estimate No. 1 from Reddico in the amount of \$263,729.90. Mr. Dybala recommended approval of the Pay Estimate. Upon motion duly made and seconded, the Board voted unanimously to approve Pay Estimate No. 1.
- Mr. Dybala requested the Board's approval of Change Order No. 2 in the amount of approximately \$33,300.00 for the addition of 9 properties to the contract. Upon motion duly made and seconded, the Board voted unanimously to approve Change Order No. 2.

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

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

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

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

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

- Jacobs is working on construction drawings for agency review.

9. **Fresno Ranchos Subdivision Wastewater Lift Station and Force Main.**

- Jacobs is in the process of completing a preliminary engineering report for Board approval.

10. **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**

- Mr. Dybala discussed a wetlands study for the proposed new water plant site.

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
- Phase II waterline improvements – 09/19/2017
- Davis and W. Davis waterlines – 10/17/2017

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.

4. 3rd TWDB CWSRF Loan

- Mr. Dybala requested authorization to begin, along with SK LAW, preparing the application for the District’s third CWSRF Loan from the TWDB, in the amount of \$4.955 million dollars. Upon motion duly made and seconded, the Board voted unanimously to authorize the District’s consultants to prepare the application.

E. Requests for Water and Sewer Service

- The Board voted unanimously to extend the application Fresno Market to July.

Supervisor Carreon expressed concern about ditches left in a shallow condition and hydromulched, and its effect on flooding in the Ridgewood area. Upon motion duly made by Supervisor Fleck, seconded by Supervisor Medina, the Board voted unanimously to approve the Engineer’s Report.

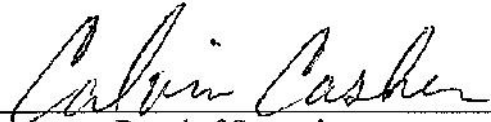
6. HEAR FROM THE PUBLIC

At this time, the Board opened the meeting to comments from the public.

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

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PASSED, ADOPTED, and APPROVED this March 16, 2017.


Secretary, Board of Supervisors

