



assessed valuation; and (2) adopt the Order Setting Tax Rate and Levying Tax for 2017, a copy of which is on file in the Official Records of the District.

### **3. AMENDED NOTICE TO SELLERS AND PURCHASERS**

Consideration was then given to the proposed Amended Notice to Sellers and Purchasers, which notice sets forth the 2017 tax rate.

Upon a motion duly made by Supervisor Medina, seconded by Supervisor Casher, the Board voted unanimously to approve the Amended Notice to Sellers and Purchasers, a copy of which is on file in the Official Records of the District.

### **4. BOOKKEEPER'S REPORT**

The Board first considered the Bookkeeper's Report presented by Ms. Herbst, a copy of which is on file in the official records of the District, 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.**

The Board reviewed the investment report.

#### **C. Review Collateral Pledge Report.**

No Collateral Pledge Report was given.

Upon motion duly made by Supervisor Carreon, seconded by Supervisor Medina, 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.

### **5. TAX REPORT**

The President then recognized Mr. Hernandez, who presented to the Board the Tax Report, a copy of which is on file in the Official Records of the District.

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

### **6. ATTORNEY'S REPORT**

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

#### **A. Approval of Minutes.**

Proposed minutes of the meetings held on July 20, 2017, and August 17, 2017, were presented for approval.

Upon motion duly made by Supervisor Casher, seconded by Supervisor Fleck, the Board voted unanimously to approve the minutes of the meetings held on July 20, 2017, and August 17, 2017.

**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 Medina, seconded by Supervisor Casher, 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 Texas Water Development Board**

No action was taken on this matter.

**G. Discuss Strategic Partnership Agreement with the City of Houston and the City of Pearland**

No action was taken on this matter.

**H. Discuss and take action on proposed Interlocal Agreement with Fort Bend County for Sanitary Sewer Design and Construction**

Next, the Board discussed entering into an interlocal agreement with Fort Bend County for the design and construction of a sanitary sewer system to service various properties including the fire station and community building.

Upon a motion by Supervisor Carreon, seconded by Supervisor Medina, the Board voted unanimously to authorize the District Engineer to prepare a cost estimate for the construction of the sanitary sewer system and include upsizing the system design to accommodate development.

**7. OPERATOR’S REPORT/TERMINATION OF SERVICE**

Next, the Board recognized Ms. Campbell who submitted to and reviewed with the Board the Operator’s Report, a copy of which is on file in the official records of the District.

Ms. Campbell reported as follows:

- The District pumped a total of 10,481,000 gallons of water for the month.

- The District has 758 connections.
- The billed to pumped ratio was 72.5%.
- Ms. Campbell reported that the replacement of the booster pump at the water plant was complete.
- Ms. Campbell reported that the replacement of the check valve on the booster pump at the water plant was complete.
- Ms. Campbell reported that the repairs to the water well motor at the water plant were in progress.

**A. Trammel Fresno Road Widening Project.**

Ms. Campbell informed the Board that the investigation to confirm the potential interference from California street west to Chimney rock had been completed and that such information will be presented to the District Engineer for evaluation of the necessity to relocate utilities.

**B. Approval of Requests for Water Taps.**

EDP installed residential taps and meters at 4 locations for a total of \$2,730.00.

**C. 3410 Illinois Street – Leak Adjustment Request**

Customer requested an adjustment due to a water leak. Upon a motion made and duly seconded, the Board voted unanimously to adjust the amount due and authorize the Operator to enter into a payment plan for up to twelve months to pay off the remaining balance.

**D. North Fort Bend Water Authority Rate Increase**

Ms. Campbell presented the operator with a notice from the North Fort Bend Water Authority informing the District that the pumpage fee will be increasing from \$3.05 to \$3.35 per 1,000 gallons, and the surface water fee will be increasing from \$3.40 to \$3.70 per 1,000 gallons.

**E. Hurricane Harvey**

Ms. Campbell reviewed with the Board EDP’s Hurricane Harvey operations. She noted that EDP had no access to district facilities on August 28, 2017, but that all district equipment functioned normally during the storm. She noted that EDP will be checking all pumps for excess wear and tear caused by the storm and rebuilding the those pumps as necessary.

**E. 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. Upon a motion by Supervisor Casher, seconded by Supervisor Fleck, the Board voted unanimously to postpone termination of water service for one month due to Hurricane Harvey.

**G. 4714 Tulip Lane**

The property owner at 4714 Tulip Lane requested a new connection and an installment plan for tap fees. Upon a motion made and duly seconded, the Board voted unanimously to authorize an eleven month installment plan of \$150 per month to pay the tap fees.

## **H. City of Arcola Request to Credit Accounts**

The City of Arcola contacted EDP and requested EDP credit certain accounts with money provided by City of Arcola.

Supervisor Carreon expressed concern that Fire Hydrant No. 108 and Fire Hydrant No. 113 were not properly repaired as water still collects in the drainage ditches near those fire hydrants.

Upon motion duly made by Supervisor Medina, seconded by Supervisor Fleck, the Board voted unanimously to approve the Operator's Report and credit those accounts as requested by the City of Arcola with funds provided by the City of Arcola.

## **8. 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**

- Contractor has completed the project except and 157 properties were connected to the District's water and wastewater system through this project.
- Mr. Dybala presented to the Board for consideration and approval Pay Estimate No. 6 (Final) from Reddico Construction Co. ("Reddico") in the amount of \$59,438.81. Mr. Dybala recommended that the Board not pay Reddico until the Texas Water Development Board approved the project closeout documents.

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

- Contractor continues to complete construction of water and waste water services lines and decommission of septic tanks. Jacobs anticipates completion before the end of the year.
- Mr. Dybala presented to the Board for consideration and approval Pay Estimate No. 2 from Reddico for construction of the project in the amount of \$504,512.83. Mr. Dybala recommended approval of Pay Estimate No. 2. Upon a motion duly made and seconded, the Board voted unanimously to approve Pay Estimate No. 2
- Mr. Dybala presented to the Board for consideration and approval Invoice No. 3 from Geotest Engineering, Inc., in the amount of \$9,068.25 for material testing services. Mr. Dybala recommended approval of the Invoice No. 3. Upon motion duly made and seconded, the Board voted unanimously to approve Invoice No. 3.
- Mr. Dybala presented to the Board for consideration and approval Change Order No. 2 in the amount of \$259,223.50. Change Order No. 2 adds 30 additional properties to the contract and decommissions one of the septic tanks by filling the septic tank with flowable fill. Upon a motion by Supervisor Medina, seconded by Supervisor Carreon and after full discussion, the Board voted unanimously to approve Change Order No. 2.

- Mr. Dybala reported that well plugging efforts for five properties within the Televue Terrace Subdivision W&WW Plumbing contract, where the homeowners did not allow Reddico to plug their wells, were moved to this project in order to close out the Televue Terrace Subdivision W&WW Plumbing project. Mr. Dybala recommended that the Board authorize EDP to place door hangers on these houses informing the homeowners that they have one week to contact EDP to secure a well permit if they qualify or provide Reddico access to their property to plug their well. If neither occurs, the District should terminate water service. Upon a motion by Supervisor Casher, seconded by Supervisor Fleck, and after full discussion, the Board voted unanimously to approve to authorize EDP to place door hangers on the houses informing the homeowners that they have one week to contact EDP to secure a well permit if they qualify or provide Reddico access to their property to plug their well and to terminate service if neither occurs.

**3.) Phase II Water Plumbing Contract (Including Davis and West Davis Roads)**

- Contractor currently working on installation of water service lines throughout project. Jacobs anticipates completion of the project by end of this year.
- Mr. Dybala presented to the Board for consideration and approval Pay Estimate No. 3 from T-Construction, LLC (“T-Construction”), for construction of the project in the amount of \$32,698.98. Mr. Dybala recommended approval of Pay Estimate No. 3. Upon a motion duly made and seconded, the Board voted unanimously to approve Pay Estimate No. 3.
- Mr. Dybala presented to the Board for consideration and approval Change Order No. 3 in the amount of \$81,000.00 which adds 27 additional properties to the contract. Mr. Dybala recommended approval of Change Order No. 3. Upon a motion made by Supervisor Fleck, seconded by Supervisor Casher, and after full discussion, the Board voted unanimously to approve Pay Estimate No. 3.
- Mr. Dybala noted that all Turner CCN Water System customers have been connected to the District’s water system except for the property identified as 3110 Laurel Street which is occupied by an RV. Mr. Dybala requested that the Board allow this RV to be connected to the District’s water system since the RV had previously been connected to the Turner CCN Water System. Upon a motion duly made and seconded, the Board voted unanimously to authorize connection to the RV.

**4.) Fresno Gardens North Wastewater Collection System**

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

**5.) Fresno Gardens North Wastewater Plumbing Contract**

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

**6.) Gateway Acres Subdivision Wastewater Collection System**

- Jacobs is working on construction drawings for agency review.

**7.) Fresno Ranchos Subdivision Wastewater Lift Station and Force Main.**

- Jacobs is in the process of completing a preliminary engineering report for Board approval. The surveyor completed the topographic survey for the project, and the District awaits a lease agreement with Fort Bend County for use of Fort Bend County's property as a lift station site.

**8.) Gateway Acres Subdivision Wastewater Plumbing Contract**

- Townhall meetings will be conducted once the public wastewater lines are under construction.

**B. Authorize Engineer to prepare plans and specifications for Projects**

**1.) Water Plant No. 2**

- The Environmental Assessment Report ("EAR") is complete and has been submitted to various governmental agencies for review and comment. Once those comments are received and integrated into the EAR, the EAR will be submitted to the Texas Water Development Board ("TWDB") for review and comment.
- Jacobs received a draft of the Well Siting Study from LBG-Guyton and the study suggests water production should be obtainable, but water quality issues are a concern. Jacobs intends to investigate the potential treatment options.
- Mr. Dybala presented to the Board for consideration and approval Invoice No. 2 from LBG-Guyton for work associated with the well siting study in the amount of \$2,448.00. Mr. Dybala recommended approval of Invoice No. 2. Upon a motion duly made and seconded, the Board voted unanimously to approve the payment of Invoice No. 2.
- Mr. Dybala then discussed the proposed water plant layout and requested authorization to prepare a proposal for Design and Construction Phase Engineering Services Related to Proposed Water Plant No. 2. Upon a motion duly made and seconded, the Board voted unanimously to approve preparation of the proposal.

**C. Report on Status of Project Funding and Take Necessary Action Thereto**

**1.) One Year Warranty Expiration Dates**

- Davis and W. Davis waterlines – 10/17/2017
- Marbill and Ridgewood Estates Water and Wastewater Lines – 03/15/2018
- Phase III Water Service Lines – 05/17/18
- Televue Terrace Subdivision Water and Wastewater Service Lines – 07/17/18

**2.) \$1,000,000 Interest Free Loan**

- Jacobs recommends that the remaining approximately \$13,000 be used during the District's Phase II Water Service Lines Project. Mr. Willis is working with TWDB to resolve this matter.

**3.) Third TWDB CWSRF Loan**

- Jacobs is working to secure the loan in order to complete the Fresno Gardens North Subdivision Wastewater System, Gateway Acres Subdivision Wastewater System, and Fresno Ranchos Subdivision Lift Station and Force Main Project.

#### **4.) FY08 EPA STAG Grant**

- District has \$216,346.60 in remaining funds to be used during Phase 2 Waster Service Line Project and Phase 3 Water Service Line Project
- Reimbursement requests submitted to Fort Bend County:
  - #1 for \$90,575.60 on 5/25/17 = Payment received
  - #2 for \$59,935.59 on 5/25/17 = Payment received
  - #3 for \$24,919.57 on 6/14/17 = Payment received
  - #4 for \$40,916.84 on 8/1/17 = Waiting on final grant payment

#### **5.) FBC FY14 CDBG Funds**

- The District has received \$217,467.00 in funds from Fort Bend County CDBG Department to be used for the following projects:
  1. Teleview Terrace Subdivision Water and Wastewater Plumbing Contract
  2. Marbill Estates and portion of Ridgewood Estates Subdivisions and North and South Teague Road Water and Wasterwater Plumbing Contract.
- Reimbursement requests submitted to Fort Bend County CDBG Department:
  - #1 for \$21,672.71 on 3/27/17 = Payment received
  - #2 for \$66,727.71 on 5/05/17 = Payment received
  - #3 for \$63,664.01 on 5/17/17 = Payment received
  - #4 for \$22,892.85 on 6/27/17 = Payment received
  - #5 for \$42,509.72 on 8/23/17 = Waiting on final grant payment

#### **D. Projections for District Water and Wastewater Projects**

- Need to update information every January and July

#### **E. Discuss Emergency Preparedness Plan**

- Emergency Preparedness Plan will be reviewed in April 2018 to determine if any updates are required.

#### **F. Requests for Water and Sewer Service**

- There were no new requests for service.

Supervisor Carreon observed that some existing manholes and future manholes should be engineered and constructed to a height to avoid flooding during heavy rain events.

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

### **9. ELECTRICAL SERVICES PROPOSAL**

The Board took no action on this matter.

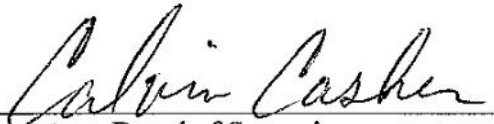


**10. HEAR FROM THE PUBLIC**

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

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PASSED, ADOPTED, and APPROVED this October 19, 2017.

  
Secretary, Board of Supervisors

