

D. Approve Budget for Fiscal Year Ending December 31, 2018.

Ms. Fellingner and Ms. Herbst presented to the Board for review the draft budget for the fiscal year ending December 31, 2018. Upon a motion made by Supervisor Casher, seconded by Supervisor Fleck, and after full discussion, the Board voted unanimously to approve the budget for the fiscal year ending December 31, 2018, as presented by the Bookkeeper.

Upon motion duly made by Supervisor Casher, seconded by Supervisor Fleck, and after full discussion, 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.

2. TAX REPORT

The Board deferred action on the Tax Report until the next Board meeting.

3. ATTORNEY'S REPORT

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

A. Approval of Minutes.

The proposed minutes of the meetings held on October 19, 2017, and November 16, 2017, were presented for approval. Upon a motion made by Supervisor Fleck, seconded by Supervisor Casher, and after full discussion, the Board voted unanimously to approve the minutes of the meetings held on October 19, 2017, and November 16, 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.

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 for Project and Issuance of Bonds, Series 2017

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 requesting Fort Bend County Municipal Utility District No. 23 provide water and sanitary sewer services to Teal Gardens.

Mr. Willis presented to the Board a letter addressed to Fort Bend County Municipal Utility District No. 23 (“MUD 23”) requesting MUD 23 provide temporary water and wastewater service to a 21.12-acre tract in Teal Gardens (the “Tract”) until such time as the District has the capacity to serve the Tract. Upon a motion by Supervisor Medina, seconded by Supervisor Carreon, and after full discussion, the Board voted unanimously to approve mailing the letter to MUD 23.

Upon motion duly made by Supervisor Medina, seconded by Supervisor Carreon, and after full discussion, the Board voted unanimously to accept and approve the Attorney’s Report as presented.

4. 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:

- EDP installed 9 residential taps and meters.
- The District pumped a total of 10,421,000 gallons of water for the month.
- The District has 863 residential connections, 255 full service residential connections, and 1,261 total connections.
- The billed to pumped ratio was 84.7%.
- EDP installed one commercial tap and meter at Fresno Motor.

1. 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.

2. Customer Water Bill Statement

Ms. Campbell informed the Board that EDP will be upgrading its utility billing services and have revised the appearance and format of the water bill. Ms. Campbell presented a copy of the revised water bill for review.

3. Water Well Performance Test

Ms. Campbell reported that GM Services completed performance testing of Water Well#1 and noted no problems during the inspection.

4. High Water Bill Adjustments

The customers at the following addresses requested an adjustment due to a water leak:

- 131 Virginia Drive.

Upon a motion made and duly seconded, the Board voted unanimously to adjust the amount due and instructed EDP to proceed accordingly.

5. Delinquent Accounts and Service Terminations

Consideration was then given to the termination of water service to the delinquent accounts listed on the Termination List in the Operator's Report.

Supervisor Carreon expressed concern that some fire hydrants are not properly repaired as water still collects in the drainage ditches. Specifically, Fire Hydrant No. 108 located at the intersection of 3703 Lissie Road and Avenue B and a second fire hydrant located at the intersection of 3703 Inez Road and Avenue B continue to leak despite repairs. Supervisor Carreon requested that EDP include a list of fire hydrant leaks in each monthly report before any hydrants are repaired.

Upon motion duly made by Supervisor Medina, seconded by Supervisor Carreon, and after full discussion, the Board voted unanimously to approve the Operator's Report and approve the termination list.

5. ENGINEER'S REPORT

The Board recognized Mr. Sharkey, who presented the Engineer's Report as follows:

A. Status of Projects

1. 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, decommission of septic tanks, and plugging of private wells. Project currently contains 189 properties.

2. Phase II Water Plumbing Contract (Including Davis and West Davis Roads) (Decommission of Turner CCN)

- Contractor reports it is substantially complete with the project. Contractor completing punchlist items and closeout documents. Project currently contains 324 properties.

3. Fresno Gardens North Wastewater Collection System

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

4. Fresno Gardens North Wastewater Plumbing Contract

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

5. Gateway Acres Subdivision Wastewater Collection System

- Jacobs is working on construction drawings for agency review.

6. Fresno Ranchos Subdivision Wastewater Lift Station and Force Main.

- No updates. Jacobs and Attorney waiting for draft lease from Fort Bend County.
- Jacobs is working on construction drawings for agency review.

7. 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. FM 521 Sanitary Sewer Extension

- RODS determined the location of the 4” CenterPoint gas line.
- Arborleaf completed filed topo survey work and is currently preparing CADD file of topo for submission to Jacobs for design purposes.
- Mr. Sharkey requested approval for Jacob’s proposal for design and construction engineering services in the amount of \$42,100.00.

2. Water Plant No. 2

- Mr. Sharkey presented to the Board for consideration and approval the Arborleaf proposal in the amount of \$32,060,000.00 for performing professional surveying services needed to design and construct the project. Upon a motion by Supervisor Medina, seconded by Supervisor Carreon, and after full discussion, the Board voted unanimously to approve the Arborleaf proposal.
- Mr. Sharkey presented to the Board for consideration and approval the Terracon proposal in the amount of \$10,500.00 for performing professional geotechnical engineering services needed to design and construct the project. Upon a motion by Supervisor Carreon, seconded by Supervisor Casher, and after full discussion, the Board voted unanimously to approve the Terracon proposal.
- The LBG-Guyton Potential Pollution Hazard Study should be complete by January or February 2018.
- District Estimated Water Connection Timeline (Water Plant No. 1 Connection Capacity 1,600)
 - End of 2017 = 1,400
 - End of 2018 = 1,460
 - End of 2019 = 1,520
 - End of 2020 = 1,580
 - Anticipate completing Water Plant No. 2 construction by end of 2020

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

1. One Year Warranty Expiration Dates

- 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. 2015 TWDB DFUND Loan

- Jacobs requested TWDB authorize remaining funds to be used for design and construction of Water Plant No. 2.

3. Fourth TWDB DFUND Loan

- Anticipated to be needed for completion of construction of Water Plant No. 2.

4. 2009 TWDB CWSRF Loan

- No update.

5. Third TWDB CWSRF Loan

- Loan needed to complete Fresno Gardens North Subdivision Wastewater System, Gateway Acres Subdivision Wastewater System, Fresno Rancho Subdivision Lift Station and Force Main Project, and Expansion of City of Arcola Wastewater Treatment Plant.

6. 2018 Fort Bend County CDBG Funds

- Consider applying for future plumbing contracts.

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

- **Water Service**
 - No update.
- **Wastewater Service**
 - No update.

G. Trammel Fresno Road Widening Project

- No update.

H. Discussions with Nalco Champion Regarding Water and Wastewater Service

- No update.

I. Potential Emergency Water Interconnect with BCMUD 21

- No update.

J. Potential Emergency Water Interconnect with MUD 141

- No update.

Supervisor Carreon observed that some existing manholes and future manholes in the Fresno Garden North Subdivision and the Gateway Acres Subdivision be engineered and constructed to a height to avoid flooding during heavy rain events.

Supervisor Carreon also expressed concern regarding the cost to hydro-mulch areas previously under construction.

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

6. ELECTRICAL SERVICES PROPOSAL

The Board took no action on this matter.

7. 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 January 18, 2018.

Calvin Casher
Secretary

