



## **2. TAX REPORT**

Ms. Grimes then presented to the Board the Tax Report.

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

## **3. ENGINEER'S REPORT**

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

### **A. Status of Projects**

#### **1. Marbill Estates and a Portion of Ridgewood Estates Subdivisions and North and South Teague Road Water and Wastewater Plumbing Contract**

- Fresno Gardens North Subdivision Wastewater Collection System
  - Jacobs has finalized construction plans, and is working with agencies for final approval. To date, Jacobs has received final approvals from FBC Drainage and the City of Pearland. The City of Houston will not give its final approval until an agreement is reached with the City of Arcola concerning the Halliburton lift station and force main located at the intersection of Sycamore Road and Kansas Street.
- Fresno Gardens North Subdivision Wastewater Plumbing Contract
  - Townhall meetings will take place next year. Planning with consultants will take place in the next couple of months on ways to improve the plumbing project process. Afterwards, Jacobs will discuss methods to improve the project process with the Board for its consideration.
- Gateway Acres Subdivision Wastewater Collection System
  - Jacobs is completing the project construction drawings for agency review. The construction project will be on hold until completion of Trammel Fresno Road widening project. A new TWDB CWSRF Loan needs to be secured to complete the project.
- Fresno Ranchos Subdivision Wastewater Lift Station and Force Main
  - Jacobs is completing the construction drawings for agency review. Construction of the new project will be on hold until completion of Trammel Fresno Road widening project. A new TWDB CWSRF Loan needs to be secured to complete project.
- Gateway Acres Subdivision Wastewater Plumbing Contract
  - Townhall meetings will be conducted once the public wastewater lines for this area are under construction
- FM 521 Sanitary Sewer Extension
  - Mr. Dybala discussed various issues concerning the project and contractor performance. Mr. Willis advised that he had discussions with the contractor's attorney.

- Water Plant #2
  - Construction plans are at the agencies for their review and comment. Jacobs received comments from FBC Engineering, FBC Road and Bridge, and FBC Fire Marshall. Jacobs is awaiting comments from FBC Drainage, City of Pearland, Centerpoint, Frontier, the FB Subsidence District and the North Fort Bend Water Authority.
  - In March, Jacobs anticipates (a) having all above agency comments and preparing final mylars of construction plans for agency approval, which should be completed in March/April; and (b) submitting construction documents to the Texas Commission on Environmental Quality (“TCEQ”) for approval.
  - Once Jacobs completes the above, construction documents will be sent to the TWDB. Mr. Dybala anticipates TWDB approval to advertise in June, 2019.
  - District Est. Water Conn. Timeline (FBCFWSD#1 WP#1 Connection Capacity 1,600)
    - End of 2019=1,550
    - End of 2020=1,600
    - Anticipate completing District’s WP#2 by end of 2020

**B. Authorize Engineer to prepare plans and specifications for water and wastewater systems projects as necessary**

- The Board noted that no action was necessary.

**C. Report on status of project funding and take necessary action related thereto**

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

- None

**2. 2015 TWDB DFUND Loan**

- Jacobs anticipates using remaining funds for Water Plant No. 2 project.

**3. 2009 TWDB CWSRF Loan**

- Jacobs anticipates using remaining funds for Fresno Gardens North Subdivision Wastewater Collection System project.

**4. Fourth TWDB Loan and Third TWDB CWSRF Loan**

- 4<sup>th</sup> TWDB DFUND Loan
  - The application for the new DFUND Loan in the amount of \$1.745 million has been submitted to the TWDB for review.
- 3<sup>rd</sup> TWDB CWSRF Loan
  - Jacobs is currently working on the engineering and environmental sections of the new CWSRF loan. It is estimated that the loan amount will be \$12.55M and will be used to cover the additional costs to complete the Fresno Gardens North Subdivision WW System, Gateway Acres Subdivision WW System, Fresno Ranchos LS and FM project, and an expansion to the CoA Wastewater Treatment Plant (from 0.25MGD to 0.425MGD).

**5. Fort Bend County CDBG Funds**

- Jacobs recommends applying for community development block grant funds once the Gateway Acres Subdivision Wastewater plumbing project is underway.

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

- Need to update information every January and July. In connection therewith, Mr. Dybala presented the revised exhibits.

**E. Discuss Emergency Preparedness Plan**

- Emergency Preparedness Plan will be reviewed in April 2019 to determine if any updates are required.

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

- **Water Service**
  - Mr. Dybala reviewed the status of non-residential applications for water service. In connection therewith, a motion was made by Supervisor Medina, and seconded by Supervisor Carreon, to approve the applications presented by Mr. Dybala for approval. The motion was duly passed.
- **Wastewater Service**
  - Mr. Dybala reviewed the status of non-residential applications for wastewater service.

**G. Trammel Fresno Road Widening Project**

- Mr. Dybala reported that all prior approved adjustments to the waterline along Trammel Fresno Road have been completed.
- Mr. Dybala reported that EDP will make adjustments to fire hydrant and valve boxes adjacent to the emergency water interconnect with Fort Bend County Municipal Utility District No. 23. Mr. Dybala noted that EDP is coordinating with the FBMUD23 Operator regarding repairs to the emergency interconnect vault caused by the roadway project.

**H. Potential Emergency Water Interconnect with Brazoria County Municipal Utility District No. 21**

- Mr. Dybala reported that he had communicated with LJA, District Engineer for Brazoria County Municipal Utility District No. 21 (“BCMUD 21”), regarding a possible emergency water interconnect. BCMUD 21 is interested in pursuing an interconnect once the District completes Water Plant No. 2.

**H. Potential Emergency Water Interconnect with FBMUD 141**

- The project has been completed and record drawings provided to the District and EDP.

**I. CoA WWTP Discharge Permit Renewal**

- The existing permit expired on September 1, 2018. Per CoA, the renewal application is currently under review by the TCEQ.

Upon motion made by Supervisor Medina, and seconded by Supervisor Fleck, and after full discussion, the Board voted unanimously to approve the Engineer’s Report.

#### **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 substantial system repairs and maintenance as follows:

- Installed residential taps and meters at ten (10) locations;
- Installed a 1" meter to existing tap for Dollar General;
- Performed service line off-set for TXDOT storm line.

##### **1. Emergency Well Motor Repair**

At the December meeting, EDP reported that on December 9, 2018, they responded to the water plant for low pressure. EDP confirmed the well motor had shorted. Repairs to the well motor made and it was placed back in service on January 4, 2019. An insurance claim has been filed.

##### **2. 19418 S Post Oak Blvd – Leak Adjustment Request**

The customer is requesting a leak adjustment for the period of 12/06-01/08, for which period usage totaled 119,000 gallons. Based upon the Rate Order leak adjustment policy, the customer qualifies for an adjustment totaling \$433.50 to the water portion of the bill. The customer letter is attached to the Operator's Report.

##### **3. 3718 Inez Street – Leak Adjustment Request**

The customer is requesting a leak adjustment for the period of 11/02-12/06 and 12/06-01/08. Usage during these periods totaled 26,000 gallons. Based upon the Rate Order leak adjustment policy, the customer qualifies for an adjustment totaling \$62.00 on the water portion of the bill. The customer letter is attached to the Operator's Report.

##### **4. 619 Elm Street – Broken Payment Arrangement**

The customer is requesting to reinstate payment arrangement on tap fees. The tap was installed on September 25, 2018, and no payments have been made since the installation. Upon motion duly made and seconded, the Board voted unanimously to reinstate the payment arrangement upon payment on Friday, March 1, 2019 of \$300.00 plus the current water bill.

##### **5. 4319 Mark Terrace – Pulled Service Line**

Mr. Campbell presented to the Board photographic evidence of an illegal connection at this address. Mr. Campbell noted the location was included on the write-off report for reconnecting to a private well. Upon arrival to pull the meter, EDP found an illegal straight pipe connection. EDP removed the illegal connection and the service line to prevent additional illegal connections.

##### **6. Delinquent Water Accounts and Service Terminations**

Ms. Campbell provided a list of customers that received a delinquent letter by mail and are subject to the disconnection of service.

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

## **5. 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 January 17, 2019 and January 29, 2019, were presented for approval. Supervisor Carreon requested that the Board defer action on the minutes.

### **B. Regional Plant Committee Report**

The Board recognized Supervisor Hamilton, who presented to the Board the Regional Plant Committee Report.

Upon a motion made by Supervisor Medina, seconded by Supervisor Fleck, and after full discussion, the Board voted unanimously to approve the Regional Plant Committee Report.

### **C. Regional Facilities Contract**

Mr. Willis noted there was nothing to report concerning this matter.

### **D. Five Year Financing Plan**

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

### **E. Application to Texas Water Development Board for Project and Issuance of Bonds, Series 2019**

Mr. Willis advised that the application has been deemed administratively complete. Mr. Willis further advised that he responded to a request concerning the District's Water Conservation Plan.

### **F. Discuss Status of Obtaining District Records from Prior Bookkeeper**

Mr. Willis and Ms. Grimes updated the Board on the status of receiving District records from Ms. Herbst in connection with the transition to the new bookkeeper. No action was necessary in connection therewith.

### **G. Resolution Regarding Tax Exemptions for 2019**

Consideration was next given a proposed Resolution Concerning Tax Exemptions for 2019.

Upon motion duly made by Supervisor Medina, seconded by Supervisor Carreon, the Board voted unanimously to approve the Resolution Concerning Tax Exemptions for 2019. 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 Carreon, the Board voted unanimously to engage the services of Linebarger to collect the District's delinquent taxes, including the 2018 taxes that are delinquent on July 1, 2019 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 Carreon, 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.

#### **6. HEAR FROM THE PUBLIC**

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

#### **7. CLOSED SESSION**

Upon a motion duly made Supervisor Medina, seconded by Supervisor Casher, the Board voted unanimously to convene in closed session at 7:45 p.m. to discuss contemplated litigation and related settlement matters.

#### **8. OPEN SESSION**

Upon a motion duly made by Supervisor Medina, seconded by Supervisor Casher, the Board voted unanimously to reconvene in open session at 8:19 p.m.

Upon a motion duly made by Supervisor Casher, seconded by Supervisor Medina, the Board voted unanimously to present to Mr. Johnson of Skilled Construction Subs Unlimited, the offer discussed in Closed Session.

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 3/21/19

Calvin Costen  
Secretary

