

2. TAX REPORT

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

Upon motion duly made by Supervisor Casher, seconded by Supervisor Carreon, 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.
- Water Plant #2

- Jacobs is finalizing construction plans for the project, and will be submitting plans to for agency review and comment prior to the end of the month.
- Status of 5' water line easement along Renfro-Burford Road – The easement has been approved by Fort Bend County.
- Status of TWDB’s Approval to use Surplus DFUND Loan Funds - The TWDB approved to use surplus TWDB DFUND loan funds for project.
- Status of Environmental Assessment (“EA”) – The TWDB has approved the EA.
- Status of Sanitary Control Easement – The Church has approved the sanitary control easement.
- District Est. Water Conn. Timeline (FBCFWSD#1 WP#1 Connection Capacity 1,600)
 - o End of 2019=1,550
 - o End of 2020=1,600
 - o 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 TWBD Loan and Third TWDB CWSRF Loan

- 4th TWBD DFUND Loan
 - The application for the new DFUND Loan in the amount of \$1.745 million has been submitted to the TWDB for review.
- 3rd 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 requested the Board’s approval to prepare the revised exhibits. Upon motion duly made by Supervisor Casher, and seconded by Supervisor Medina, the Board voted unanimously to authorize Mr. Dybala to prepare 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 Casher, 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.

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 Casher, 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 one (1) location;

- Repaired a main at 12” x 6” tee and hydrant assembly;
- Repaired main line damage by contractor;
- Repaired main at 12” x 6” tee and hydrant assembly and reinstalled secondary valve.

1. North Fort Bend Water Authority Bill Insert

Ms. Campbell advised that an insert regarding the North Fort Bend Water Authority rate increase was included with customer bills that went out on January 16, 2019.

2. 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.

3. Customer Disconnecting from Water System back to Private Wells

At the November 29, 2018 special meeting, the Board discussed the current write-off report. Out of 36 accounts, Ms. Campbell confirmed 12 homes reconnected to their private water wells. On December 7, 2018, SKLaw and EDP mailed a special letter advising the 12 homeowners to pay the outstanding balance and reinstate water service with the District. As of this week, 4 out of 12 homeowners contacted the customer service office to discuss the delinquent account balance.

4. 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 Casher, 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 November 29, 2018 and December 14, 2018, were presented for approval.

Upon a motion made by Supervisor Casher, seconded by Supervisor Carreon, and after full discussion, the Board voted unanimously to approve the minutes of the meeting held on November 29, 2018, as presented.

Upon a motion duly made by Supervisor Medina, seconded by Supervisor Carreon, the Board voted unanimously to approve the minutes of the meeting held on December 14, 2018, as presented.

B. Regional Plant Committee Report

In the absence of Supervisor Hamilton, Mr. Willis presented to the Board the Regional Plant Committee Report.

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

C. Regional Facilities Contract

Mr. Willis requested Board approval of a letter agreement between the District and the City of Arcola concerning the Haliburton lift station and force main.

Upon a motion duly made by Supervisor Carreon, and seconded by Supervisor Casher, the Board voted unanimously to approve the letter agreement.

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 submitted to the TWDB for review and approval.

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.

6. 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 3/21/19

Calvin Casher
Secretary

[SEAL]

