



## **2. TAX REPORT**

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

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

## **3. AUDIT FOR FISCAL YEAR ENDED DECEMBER 31, 2018**

The Board then recognized Mr. Others, who presented to and reviewed with the Board the audit for the fiscal year ended December 31, 2018.

Upon motion duly made by Supervisor Fleck, and seconded by Supervisor Carreon, the Board voted unanimously to approve said audit, a copy of which is available in the District's records.

## **4. 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 received the fully executed agreement with the City of Arcola ("COA") from SKLaw, allowing the District to take ownership of the old Halliburton lift station and force main located at the intersection of Sycamore Road and Kansas Street.
  - With the agreement, the City of Houston ("COH") has approved the final construction plans. Jacobs is coordinating with the remaining local agencies (FBC Engineering, Centerpoint and Frontier) concerning approval of the plans.
  - Mr. Dybala anticipates having all approvals, and submitting the construction documents to the TWDB for advertising approval, by the May Board meeting.
- Fresno Gardens North Subdivision Wastewater Plumbing Contract
  - Townhall meetings anticipated to start in August. Planning with consultants will take place in May or June on ways to improve the plumbing project process. Afterwards, Jacobs will discuss methods to improve the project process with the Board in July 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
  - The Settlement Agreement with Skilled Construction Subs Unlimited (the “Contractor” has been finalized. In connection therewith, Mr. Willis advised that the Cashier’s Check for the settlement amount had been delivered to the Bookkeeper.
  - Next week, Mr. Dybala will coordinate with Reddico to secure a proposal to complete the project.
- Water Plant #2
  - Jacobs received agency review comments, and incorporated requested changes from FBC Engineering, FBC Road and Bridge, FBC Fire Marshall, Centerpoint and Frontier into the plan set.
  - Jacobs implemented new drainage design criteria from FBC Drainage District, and it appears that the drainage plan will have minimal changes involved. Jacobs is currently revising the drainage study and drainage plan to present to FBC Drainage District for its approval. Mr. Dybala anticipates approval and final comments by mid-May.
  - Mr. Dybala received confirmation from the City of Pearland (“COP”) that the review and inspection fee will be waived, as in the past. Jacobs received and implemented COP’s comments into the construction drawings. Mr. Dybala will need to present to COP the FBC Drainage District’s approval letter in order to receive full COP approval for the project. Mr. Dybala anticipates this will occur in May.
  - Jacobs is waiting for receipt of the new well permit from FB Subsidence District, which will coordinate with the NFBWA regarding issuance.
  - In June, Jacobs anticipates (a) having all above agency comments and preparing final mylars of construction plans for agency approval, which should be completed in June; 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 August, 2019.
  - 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 mid-2021

**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**

- 4<sup>th</sup> 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.
- 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.

**E. Discuss Emergency Preparedness Plan**

- Mr. Dybala is coordinating with EDP to determine whether any changes will need to be made to the Emergency Preparedness Plan.

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

- **Water Service**
  - Mr. Dybala reviewed the status of non-residential applications for water service.
- **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.

**I. CoA WWTP Discharge Permit Renewal**

- Mr. Dybala received the new WWTP discharge permit from COA. The new permit expires on January 31, 2024. According to the COA engineer, the WWTP expansion project should be complete in a couple of months.

**J. Potential Emergency Water Interconnect with Charleston MUD**

- Mr. Dybala advised the Board that the COA engineer contacted him concerning an emergency water interconnect with Charleston MUD. Mr. Dybala and Mr. Willis advised that they are looking into this matter.

**K. Potential Water Service to NalcoChampion**

- Mr. Dybala advised that NalcoChampion approached him concerning water service.

**L. Potential Wastewater Service to Spanish Congregation of Jehovah’s Witnesses Fresno**

- Mr. Dybala discussed potential service with the Board.

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

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

Next, the Board recognized Mr. Downum, 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.

Mr. Downum reported substantial system repairs and maintenance as follows:

- Installed residential taps and meters at seven (7) locations;
- Installed a commercial tap and meter for the Valero gas station;
- Performed the annual fuel test for the emergency generator;
- Repaired eight (8) service lines hit by the Trammel Fresno Road contractor.

**1. 336 Crescent Drive – Customer Request**

The customer has a write-off balance they are requesting be forgiven totaling #490.30. The account has been closed since August 3, 2017, and the customer wishes to reinstate service. The Board instructed Mr. Downum to advise the customer to attend the next meeting to discuss.

**2. 3410 Pennsylvania – Private Well Permit Request**

The customer owns two connecting lots totaling approximately 22,206 square feet. Accordingly, the customer qualifies under the District’s private well policy.

Upon motion duly made by Supervisor Casher, seconded by Supervisor Carreon, the Board voted unanimously to approve the private well permit.

**3. 20411 S. Post Oak Boulevard – High Water Bill Adjustment**

The customer is requesting an adjustment to a high water bill for the billing cycle of 07/06-08/06 (107,000 gallons) and 08/06-09/05 (92,000 gallons). EDP pulled the water meter and had a third party bench test performed. The test confirmed the meter was reading accurately. This is a commercial account.

**4. Annual Report on Identity Theft Prevention Program “Red Flag Rule”**

The annual report is attached to the Operator’s Report. EDP did not cite any instances of identity theft, and does not recommend any changes to the policy.

**5. CCR Provider Certificate of Delivery Drinking Water Quality Report**

The annually required COD related to the CCR rule was sent to the TCEQ.

**6. Consumer Confidence Report (“CCR”)**

EDP requested that the Board consider electronic delivery of the CCR in lieu of mailing a copy to each resident.

Upon motion duly made by Supervisor Hamilton, seconded by Supervisor Casher, the Board voted unanimously to approve the CCR, and authorize electronic delivery thereof.

**7. Delinquent Water Accounts and Service Terminations**

Mr. Downum 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 Medina, seconded by Supervisor Fleck, and after full discussion, the Board voted unanimously to approve the Operator’s Report and approve the termination list.

**6. 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 meeting held on March 21, 2019 were presented for approval.

Upon motion duly made by Supervisor Hamilton, seconded by Supervisor Carreon, the Board voted unanimously to approve the minutes of the meeting held on March 21, 2019, as presented.

**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 Fleck, seconded by Supervisor Carreon, and after full discussion, the Board voted unanimously to approve the Regional Plant Committee Report.

**C. Regional Facilities Contract**

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

**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 updated the Board on the status of the application with the TWDB for the Series 2019 Bonds.

**F. Order Adopting Amended and Restated Post-Issuance Compliance and Continuing Disclosure Policies and Procedures**

Mr. Willis next presented to and reviewed with the Board an Order Adopting Amended and Restated Post-Issuance Compliance and Continuing Disclosure Policies and Procedures (the "Post-Issuance Order").

Upon motion duly made by Supervisor Fleck, seconded by Supervisor Casher, the Board voted unanimously to approve the Post-Issuance Order, a copy of which is on file in the official records of the District.

**G. FM521 Sanitary Sewer Extension Contract**

Mr. Willis advised the Board that the Settlement Agreement between the District and Skilled Construction Subs Unlimited was executed; and the settlement amount received by the District.

**H. Resolution Regarding Annual Review of Identity Theft Policy**

Mr. Willis presented to the Board for review a Resolution (the "Resolution") Regarding Annual Review of Identity Theft Policy (the "Policy"). Mr. Willis reminded the Board that Mr. Downum presented EDP's report concerning the Policy under the Operator's Report, noting that no changes to the Policy are recommended.

Upon motion duly made by Supervisor Casher, seconded by Supervisor Carreon, the Board voted unanimously to approve the Resolution, as copy of which is on file in the official records of the District.

**7. 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.

PASSED, ADOPTED, and APPROVED this May 16, 2019.

Cabrin Casher  
Secretary

[SEAL]

