

MINUTES  
BRAZORIA-FORT BEND COUNTY MUNICIPAL UTILITY DISTRICT NO. 1

September 8, 2017

The Board of Directors (the "Board") of Brazoria-Fort Bend County Municipal Utility District No. 1 (the "District") met in regular session, open to the public, on the 8th day of September, 2017, at the offices of Allen Boone Humphries Robinson LLP, 3200 Southwest Freeway, Houston, Texas, outside the boundaries of the District, and the roll was called of the members of the Board:

|                   |                          |
|-------------------|--------------------------|
| Michael D. Rozell | President                |
| Geoffrey Pope     | Vice President           |
| Heather Zayas     | Secretary                |
| Karri Axtell      | Assistant Vice President |
| Terry Ruiz        | Assistant Secretary      |

and all of the above were present except Director Zayas, thus constituting a quorum.

Also present at the meeting were Paul Wisdom and Cassandra Gerling-Perez of Shadow Creek Ranch Maintenance Association ("SCRMA"); Rhonda Patterson of Assessments of the Southwest, Inc. ("ASW"); and Hannah Brook and Tracie Brownlee of Allen Boone Humphries Robinson LLP ("ABHR").

MINUTES

The Board considered approving the minutes of the August 4, 2017, regular meeting, which were provided in advance of the meeting. After review and discussion, Director Axtell moved to approve the minutes of the August 4, 2017, regular meeting, as submitted. Director Ruiz seconded the motion, which passed unanimously.

COMMENTS FROM THE PUBLIC

No members of the public came forth to comment.

HURRICANE HARVEY RELATED MATTERS

Discussion ensued regarding Hurricane Harvey's effects on Shadow Creek Ranch ("SCR").

SECURITY SERVICES REPORT

Ms. Brownlee reported Officer Lucas notified her in advance of the meeting that she would not be able to provide this month's security report due to Hurricane Harvey.

## REPORT ON DEVELOPMENT

No report was presented.

## TAX ASSESSMENT AND COLLECTION MATTERS

Ms. Patterson distributed and reviewed the tax assessor/collector's report, including the unpaid accounts tax roll, a copy of which is attached. She stated 98.96% of the District's 2016 taxes were collected as of August 31, 2017. Following review and discussion, Director Pope moved to approve the tax assessor/collector's report and payment of the bills. Director Ruiz seconded the motion, which carried by unanimous vote.

## CONDUCT PUBLIC HEARING REGARDING DISTRICT'S 2017 TAX RATE, ADOPT ORDER LEVYING TAXES AND AUTHORIZE EXECUTION OF AMENDMENT TO INFORMATION FORM

Ms. Brook stated that ASW published the required Notice of Public Hearing stating the District anticipates levying a maximum rate of \$0.848 at this meeting. Director Rozell then opened the public hearing. No members of the public came forward to make comments. Director Rozell closed the public hearing.

Ms. Brook presented to the Board an Order Levying Taxes for a \$0.848 tax rate, comprised of \$0.80 for debt service and \$0.048 for operations and maintenance. After review and discussion, Director Rozell moved to adopt the Order Levying Taxes as presented and direct that it be filed appropriately and retained in the District's official records. Director Axtell seconded the motion, which passed unanimously.

Ms. Brook also presented an Amendment to Information Form reflecting the newly adopted tax rate. After review and discussion, Director Rozell moved to authorize execution of the Amendment to Information Form, and direct that it be filed appropriately and retained in the District's official records. Director Axtell seconded the motion, which passed unanimously.

## ENGINEERING MATTERS

The Board tabled discussion of engineering matters to the special meeting scheduled for September 12, 2017.

## FINANCIAL AND BOOKKEEPING MATTERS

The Board reviewed the bookkeeper's report, including the investment report, budget comparison, and list of checks presented for approval, a copy of which is attached.

The Board reviewed the proposed budget for fiscal year ending September 30, 2018, a copy of which is included in the bookkeeper's report.

The Board considered authorizing McGrath & Co., PLLC to conduct the District's annual audit.

After review and discussion, Director Rozell moved to approve the bookkeeper's report and payment of the bills; adopt the budget for fiscal year ending September 30, 2018, as presented; and authorize McGrath & Co., PLLC to proceed with preparation of the audit for fiscal year ending September 30, 2017, pursuant to the District's engagement letter. Director Pope seconded the motion, which passed unanimously.

Ms. Brook reported there will be changes to the District's Investment Policy pursuant to recent legislative action. The Board tabled adoption of a Resolution Regarding Annual Review of Investment Policy and a Resolution Establishing the Authorized Depository Institutions and Adopting List of Qualified Broker/Dealers with Whom the District May Engage in Investment Transactions until the next regularly scheduled Board meeting.

#### ARTICLES FOR NEWSLETTERS AND WEBSITE

The Board reviewed a draft newsletter notice distributed to the Board in advance of today's meeting and considered website updates. Ms. Brook noted the notice will be updated with the District's 2017 tax rate before submitting for publication. The Board reviewed an analytics report on the prior month's website activity, a copy of which is attached. Following review and discussion, the Board concurred to authorize publication of the newsletter notice following the 2017 tax rate update.

#### REPORTS FROM DIRECTORS, DISTRICT CONSULTANTS, AND SCRMA

Mr. Wisdom introduced Ms. Gerling-Perez. Ms. Gerling-Perez stated she is the Lifestyle Director for SCR and discussed her responsibilities as Lifestyle Director. Mr. Wisdom reported on the effects of Hurricane Harvey on the security cameras and common area landscaping and generally discussed how such damage is being addressed.

The Board reviewed correspondence from SCR developers to SCRMA Board of Directors and FirstService Residential representatives regarding the SCR lake system and recreational usage. Discussion ensued. The Board made an inquiry and Mr. Wisdom confirmed signs are posted in the District regarding appropriate usage of the SCR lake system.

ATTORNEY'S REPORT

Ms. Brook noted a copy of the City of Pearland's ("City") Blue Ridge Landfill lawsuit Petition filed with the Texas Commission on Environmental Quality is now posted on the West Pearland air quality page of the City's website.

CONVENE IN EXECUTIVE SESSION PURSUANT TO SECTION 551.071, TEXAS GOVERNMENT CODE, TO CONDUCT A PRIVATE CONSULTATION WITH ATTORNEY TO DISCUSS MATTERS RELATED TO BLUE RIDGE LANDFILL, INCLUDING TEXAS COMMISSION ON ENVIRONMENTAL QUALITY AIR QUALITY MONITORING

The Board did not convene in executive session.

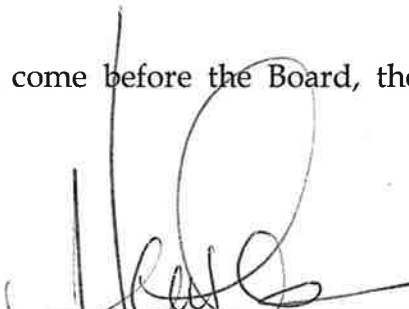
DATE, TIME, AND LOCATION FOR NEXT DISTRICT MEETING

The Board concurred the next regular Board meeting is October 3, 2017, at 12:00 p.m.

There being no further business to come before the Board, the meeting was adjourned.

(SEAL)



  
Secretary, Board of Directors

ACTION LIST

1. Ms. Brownlee will submit the monthly notice to the community newsletters for publication.
2. ABHR will submit updates to the District's website as directed.

LIST OF ATTACHMENTS TO MINUTES

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