

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

December 1, 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 1st day of December, 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, thus constituting a quorum.

Also present at the meeting were David Patterson of Assessments of the Southwest, Inc. ("ASW"); James Ross of LJA Engineering, Inc.; Christina Perry of Myrtle Cruz, Inc. ("MCI"); and Hannah Brook and Tracie Brownlee of Allen Boone Humphries Robinson LLP ("ABHR").

MINUTES

The Board considered approving the minutes of the November 3, 2017, regular meeting, which were provided in advance of the meeting. After review and discussion, Director Rozell moved to approve the minutes of the November 3, 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.

REVIEW AND UPDATE EMINENT DOMAIN REPORT TO THE TEXAS COMPTROLLER

Ms. Brook reported ABHR filed on behalf of the District an Eminent Domain Authority Annual Report with the Comptroller of the State of Texas pursuant to Senate Bill 1812.

SECURITY SERVICES REPORT

The Board reviewed the attached written security report for Shadow Creek Ranch, provided in advance of the meeting.

REPORT ON DEVELOPMENT

No report was presented on development in the District.

TAX ASSESSMENT AND COLLECTION MATTERS

Mr. Patterson distributed and reviewed the tax assessor/collector's report, including the unpaid accounts tax roll and a report from the District's delinquent account attorney, a copy of which is attached. He stated 4.45% of the District's 2017 taxes were collected as of November 30, 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.

ENGINEERING MATTERS

Mr. Ross distributed and reviewed the engineer's report, a copy of which is attached.

Mr. Ross updated the Board on the construction of the water, sewer, and drainage facilities to serve Shadow Grove Section 6. He recommended approval of Change Order No. 1 submitted by Rodriguez Construction Group, LLC, which decreases the contract amount by \$31,016.25. The Board determined that Change Order No. 1 is beneficial to the District.

Mr. Ross recommended approval of a proposal in the amount of \$4,695.00 from Camino Services to take digital photos of a portion of the District's storm sewer system for review by LJA to assess if maintenance is needed following Hurricane Harvey. He indicated he will notify the City of Pearland before starting the work. Mr. Ross noted Brazoria County Municipal Utility District No. 26 ("BC 26") authorized LJA to obtain a proposal to take digital photos of a portion of its storm sewer system at its most recent Board meeting.

Following review and discussion, Director Pope moved to approve the engineer's report and the following, as recommended by the District's engineer: (1) Change Order No. 1, based upon the Board's finding that the Change Order is beneficial to the District; and (2) the Camino Services proposal. Director Zayas seconded the motion, which passed unanimously.

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.

After review and discussion, Director Ruiz moved to approve the bookkeeper's report and payment of the bills. Director Axtell seconded the motion, which passed unanimously.

ARTICLES FOR NEWSLETTERS AND WEBSITE

The Board reviewed a draft newsletter notice distributed to the Board in advance of today's meeting. The Board considered website updates and 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.

Ms. Brook reported the BC 26 Board of Directors reviewed proposals at its most recent meeting to engage a public information consultant and will consider approving a contract with 180 Messaging at its next meeting.

Mr. Ross left the meeting.

REPORTS FROM DIRECTORS AND DISTRICT CONSULTANTS

No further reports were presented.

ATTORNEY'S REPORT

Ms. Brook reviewed a proposal from Omnicap Group LLC for arbitrage rebate and yield restriction calculation services for District bond issues. Following review and discussion, and based on a motion made by Director Rozell and seconded by Director Axtell, the Board unanimously approved the proposal.

There was no discussion regarding the Blue Ridge Landfill matter.

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 January 5, 2018, at 12:00 p.m.

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

(SEAL)



A handwritten signature in black ink, consisting of several loops and a long vertical stroke.

Secretary, Board of Directors

ACTION LIST

1. ABHR 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

	<u>Minutes</u> <u>Page</u>
Security report	2
Tax assessor/collector's report	2
Engineer's report.....	2
Bookkeeper's report.....	3
Website Analytics Report	3