

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

October 4, 2019

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 4th day of October, 2019, 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 Parks	President
Julie Ward	Vice President
Geoffrey Pope	Secretary
Karri Axtell	Assistant Vice President
Heather Zayas	Assistant Secretary

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

Also present at the meeting were Esther Shaver of Assessments of the Southwest, Inc.; Erin Garcia of Myrtle Cruz, Inc.; Patrick Newton of LJA Engineering, Inc. ("LJA"); and Hannah Brook, Abigail Derrickson, and Erika Smiley of Allen Boone Humphries Robinson LLP ("ABHR").

CONVENE IN EXECUTIVE SESSION PURSUANT TO SECTION 551.076, TEXAS GOVERNMENT CODE, TO DELIBERATE THE DEPLOYMENT, OR SPECIFIC OCCASIONS FOR IMPLEMENTATION OF SECURITY PERSONNEL OR DEVICES, OR A SECURITY AUDIT

The Board did not convene in this executive session.

RECONVENE IN OPEN SESSION AND AUTHORIZE APPROPRIATE ACTION REGARDING DEPLOYMENT, OR SPECIFIC OCCASIONS FOR IMPLEMENTATION OF SECURITY PERSONNEL OR DEVICES AND APPROVE ANY NECESSARY ACTIONS RELATED TO SECURITY REPORT, AND APPROVE ANY NEW SECURITY PATROL AGREEMENTS

The Board reviewed the security report.

MINUTES

The Board considered approving the minutes of the September 6, 2019, regular meeting, which were provided in advance of the meeting. After review and discussion, Director Pope moved to approve the minutes of the September 6, 2019, as presented. Director Zayas seconded the motion, which passed unanimously.

## COMMENTS FROM THE PUBLIC

There were no comments from the public.

## NEWSLETTERS AND WEBSITE MATTERS

The Board reviewed a draft newsletter notice distributed in advance of today's meeting. 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 ABHR to submit (1) the newsletter notice for publication; and (2) any website updates as posted articles become outdated.

## REPORTS FROM DIRECTORS AND DISTRICT CONSULTANTS

The Board discussed upcoming Association of Water Board Directors events.

## DISCUSS ASSISTING SCRMA WITH PAYMENT FOR CERTAIN ITEMS ELIGIBLE FOR MUD EXPENDITURES, INCLUDING EROSION PROTECTION AND IRRIGATION IMPROVEMENTS FOR DETENTION POND SLOPES

Ms. Brook updated the Board on the irrigation and well repair project.

## REPORT ON DEVELOPMENT

There was no discussion on this item.

## TAX ASSESSMENT AND COLLECTION MATTERS

Ms. Shaver distributed and reviewed the tax assessor/collector's report, including the unpaid accounts tax roll and a report from the District's delinquent tax attorney. A copy of the tax assessor/collector's report is attached. She stated 99.36 % of the District's 2018 taxes were collected as of September 30, 2019. After review and discussion, Director Pope moved to approve the tax assessors/collector's report. Director Zayas seconded the motion, which was approved by unanimous vote.

## ENGINEERING MATTERS

Mr. Newton reviewed the engineer's report, a copy of which is attached. He also stated that LJA will provide a monthly update on the irrigation and well repair project.

Mr. Newton updated the Board on the County Road 59 paving and drainage improvements to serve Southlake, as detailed in the engineer's report, and recommended approval of Pay Estimate No. 1 in the amount of \$57,369.60, submitted by Wadecon, LLC, ("Wadecon,"). Following review and discussion, Director Ward moved to approve Pay Estimate No. 1, in the amount of \$57,369.60, based upon the engineer's recommendation. Director Pope seconded the motion, which passed by unanimous vote.

## FINANCIAL AND BOOKKEEPING MATTERS

Ms. Garcia 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 Zayas moved to approve the bookkeeper's report and payment of the bills, as presented. Director Axtell seconded the motion, which passed unanimously.

## ATTORNEY'S REPORT

Ms. Brook stated that Director Mears of Brazoria County Municipal Utility District No. 26, has requested the Board consider adoption of a resolution in support of the City of Pearland's (the "City") application for a solid waste management grant. Discussion ensued regarding the Blue Ridge Landfill. The Board reviewed a Resolution Supporting the City's application to The Houston-Galveston Area Council for the Solid Waste Management Grant (the "Resolution"). Ms. Brook reported that the City would decide on submission of the application at their upcoming Council meeting. Following review and discussion, Director Ward moved to approve the Resolution, authorize submission to the City, and direct that the Resolution be filed appropriately and retained in the District's official records. Director Zayas seconded the motion, which passed unanimously.

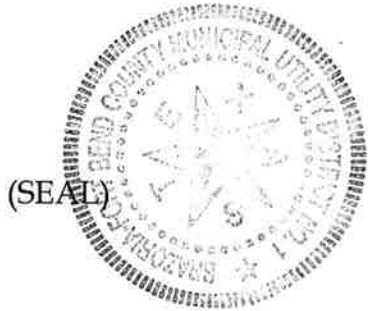
## DATE, TIME, AND LOCATION FOR NEXT DISTRICT MEETING

The Board concurred to hold the next regular meeting as scheduled on November 1, 2019.

## 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 this executive session.

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



  
Secretary, Board of Directors

## ACTION LIST

1. ABHR will submit the monthly newsletter notice for publication and updates to the website, as discussed.

## LIST OF ATTACHMENTS TO MINUTES

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