

MINUTES
FORT BEND COUNTY MUNICIPAL UTILITY DISTRICT NO. 151

October 18, 2017

The Board of Directors (the "Board") of Fort Bend County Municipal Utility District No. 151 (the "District") met in regular session, open to the public, on the 18th day of October, 2017, at the offices of Allen Boone Humphries Robinson LLP, 3200 Southwest Freeway, Suite 2400, Houston, Texas, outside the boundaries of the District, and the roll was called of the members of the Board:

Keith Gier	President
Jennifer Keller	Vice President
Jordan C. Konesheck	Secretary
Sean R. Fitzsimmons	Assistant Secretary
Kara Morrison	Assistant Vice President

and all of the above were present except Directors Gier and Keller, thus constituting a quorum.

Also present at the meeting were Bob Shepard and Louis James, residents of the District; Marc Culpepper and Gerald Ruiz of Masuen Consulting, LLC ("Masuen"); Josh Wailes of Mike Stone Associates, Inc. ("MSA"); Justin Klump of Storm Water Solutions, LP ("SWS"); Elizabeth Reeves of Severn Trent Services, Inc. ("ST"); Greg Ordeneaux of Tax Tech, Inc.; Robert Dazey and Cheryl Rogers of Jones & Carter, Inc. ("J&C"); Mary Lutz of McLennan & Associates, L.P. ("M&A"); and Whitney Higgins and Jennifer Ramirez of Allen Boone Humphries Robinson LLP ("ABHR").

MINUTES

The Board considered approving the minutes of the September 20, 2017, regular meeting, which were provided in advance of the meeting. Following review and discussion, Director Fitzsimmons moved to approve the minutes as submitted. Director Morrison seconded the motion, which passed by unanimous vote.

COMMENTS FROM THE PUBLIC

Mr. James updated the Board on the proposed sound wall along F.M. 1463 in the Texas Department of Transportation ("TxDot") right-of-way. He requested the Board meet with representatives of TxDot and property owners adjacent to the proposed sound wall to discuss the possibility of putting the proposed sound wall on District property. After review and discussion, the Board concurred to authorize ABHR and J&C to request additional information from TxDot and designate Director Fitzsimmons as the Board representative for this matter.

Mr. James also addressed the Board regarding resident inquiries related to the District's drainage system. Ms. Rogers discussed the District's ongoing maintenance of the drainage system. Discussion ensued regarding the impact of future development on the District's drainage system.

Mr. Shepard requested the Board conduct a fish survey and re-stock Lake Firethorne for a fishing derby the Firethorne Community Association (the "HOA") will be holding on March 10, 2018. Mr. Shepard also addressed the Board regarding Hurricane Harvey, development, and future drainage patterns. He inquired what the District was doing to proactively address potential drainage problems caused by future weather events. Discussion ensued.

Mr. Shepard reported that water rose out of the drains in his house several weeks before and inquired whether the District was conducting flushing during that time. Mr. Shepard stated he did not know the specific date of the incident. Ms. Reeves stated the District did not flush the system during that time. She stated ST would look into the matter further, but would need more information.

GARBAGE COLLECTION AND RECYCLING SERVICES

There was no discussion on this matter.

DISTRICT WEBSITE

The Board discussed the updated content on the District's website.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Lutz distributed and reviewed the bookkeeper's report, a copy of which is attached, including the schedule of investments, energy billing report, budget comparison, and list of checks presented for payment. She noted the addition of handwritten check no. 5239 in the amount of \$12,613.17, payable to ST.

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

TAX ASSESSMENT AND COLLECTION MATTERS

Mr. Ordeneaux distributed and reviewed the tax assessor/collector's report, including a list of bills presented for payment, a copy of which is attached. He also reviewed the District's delinquent accounts list. After review and discussion, Director Morrison moved to approve the tax assessor/collector's report and payment of the tax bills. Director Fitzsimmons seconded the motion, which passed unanimously.

Ms. Higgins stated that the District has not yet received the ballot for the Board of Director Election for Fort Bend County Appraisal District.

ENGINEERING MATTERS

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

Ms. Rogers requested the Board approve the plans and specifications and authorize advertisement for bids for the water plant improvement project.

Ms. Rogers updated the Board on the status of the reclaimed water system Phase II project, as reflected in her report. She stated she had no action items for the Board's consideration.

Ms. Rogers updated the Board on the status of construction of the waterline extension along F.M. 1463, as reflected in her report. She reviewed and recommended approval of Change Order No. 1 to increase the contract in the amount of \$8,175, submitted by Alcott, Inc. dba TCH. The Board determined that Change Order No. 1 is beneficial to the District.

Ms. Rogers stated J&C requested three revised proposals for the Lake Firethorne bank improvements and erosion repair. She stated the District received one proposal in the amount of \$31,957.50 for 500 linear feet or \$41,327.00 for 700 linear feet of shoreline from D.L. Meacham Construction, LP.

Ms. Rogers updated the Board on the status of the West Channel erosion repair, as reflected in her report.

Ms. Rogers updated the Board on the status of the backslope drainage repair along Bobby Jones Rd., as reflected in her report. The Board reviewed correspondence from a resident inquiring about the project and stating that erosion repair work she completed on the outside of her fence had been removed. The Board concurred to authorize J&C to contact the resident to discuss the backslope drainage repair project and explain that the District is not responsible for resident repairs conducted on District property without prior approval.

Ms. Rogers updated the Board on the status of the wastewater treatment plant access road relocation project, as reflected in her report. She requested the Board approve the plans and specifications and authorize advertisement for bids for the project.

Ms. Rogers presented the Board with a proposed plan for railings and landscaping along both sides of Joan Collier Trace at the culvert crossing and requested

the Board authorize J&C to solicit bids. The Board requested J&C add sidewalk relocation along one side as an alternate bid item.

Ms. Rogers reviewed the status of ongoing commercial plan reviews.

After review and discussion, Director Morrison moved to (1) approve the engineer's report; (2) approve plans and specifications and authorize advertisement for bids for the water plant improvement project; (3) approve Change Order No. 1 to increase the contract in the amount of \$8,175, based upon the Board's finding that the Change Order is beneficial to the District and the engineer's recommendation; (4) approve the proposal in the amount of \$41,327.00 from D.L. Meacham Construction, LP; (5) approve plans and specifications and authorize advertisement for bids for the wastewater treatment plant access road relocation project; and (6) authorize J&C to solicit bids for the culvert crossing improvements. The motion was seconded by Director Fitzsimmons and passed by unanimous vote.

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY PHASE II SMALL MS4 GENERAL PERMIT

There was no discussion on this matter.

NORTH FORT BEND WATER AUTHORITY ("NFBWA") MATTERS

The Board reviewed a letter from the NFBWA regarding the 2018 Larry's Toolbox program, a copy of which is attached, and discussed possible participation.

Mr. Culpepper updated the Board on the status of the irrigation system report being prepared by Masuen. He stated Masuen has been unable to access the portion of the irrigation system located on HOA property. After discussion, the Board requested Masuen complete the report utilizing the District's information only.

The Board reviewed a notice from the NFBWA regarding the possible modification of director precincts, copy of which is attached.

MAINTENANCE AND MOWING OF DISTRICT FACILITIES, ENVIRONMENTAL MONITORING OF FACILITIES, FEES FOR VIOLATION, AND HEARING AND OPPORTUNITY FOR APPEAL FOR WITHHOLDING TAP SERVICE FOR NONPAYMENT OF BACKCHARGES

Mr. Klump distributed the builder inspection program and mowing and maintenance report, a copy of which is attached. He noted that 10 notices of inspection and zero notices of violation were issued to builders. Mr. Klump reviewed the back charges and receivables reflected in his report, noting the outstanding receivables over 60 days' delinquent.

Mr. Klump next reviewed a summary of the mowing and maintenance work completed at District facilities during the prior month, as reflected in his report.

Following review and discussion, Director Konesheck moved to approve the builder inspection program and mowing and maintenance report. The motion was seconded by Director Fitzsimmons and carried by unanimous vote.

PARK AND LANDSCAPE MATTERS

Ms. Higgins presented the Board with seven proposals from Bluegrass Maintenance for replacement of mulch and damaged landscaping, caused by Hurricane Harvey, at the mailbox kiosks in the amounts of \$850 (Texas Laurel), \$910 (Stonestead Dr.), \$1,070 (Prairie Dancer), \$1,610 (Monarch Terrace), \$870 (McDonough Way), \$1,120 (Graystone Crossing), and \$1,070 (Canyon Wren Bridge). After review and discussion, Director Fitzsimmons moved to approve the seven proposals from Bluegrass Maintenance. Director Morrison seconded the motion, which passed unanimously.

The Board reviewed correspondence from a resident regarding erosion caused by Hurricane Harvey, access to the road to the wastewater treatment plant, and paving issues caused by Hurricane Harvey. The Board discussed the ongoing erosion control projects in the District and requested J&C examine the design for the wastewater treatment plant road relocation project to see if there is way to further prevent unauthorized access.

The Board reviewed correspondence from a resident inquiring about the installation of a private water well on his residence for irrigation purposes. Mr. Dazey stated that the resident would need a permit from the Fort Bend Subsidence District to install a private water well.

MANAGEMENT AND MAINTENANCE OF DISTRICT FACILITIES

Mr. Wailes distributed and reviewed a report from MSA regarding management and maintenance of District fire station facilities and landscaping, a copy of which is attached. He reported on facility inspections conducted during the prior month and the status of previously authorized maintenance and repairs, as reflected in MSA's report.

Mr. Wailes stated the thermostat for the water heater at the fire station was not functioning and the thermostat was replaced.

Mr. Wailes presented the annual maintenance proposal from Lake Management Services, L.P. for the maintenance of the District's lakes and ponds in the amount of \$35,440, a copy of which is attached.

Mr. Wailes presented a proposal for wildlife signs in the amount of \$489 each. After discussion, the Board concurred to defer consideration of this proposal.

Mr. Wailes updated the Board on the status of duck trapping in the District.

After review and discussion, Director Fitzsimmons moved to (1) approve the report from MSA; and (2) approve the annual maintenance proposal from Lake Management Services, L.P. for the maintenance of the District's lakes and ponds in the amount of \$35,440. Director Morrison seconded the motion, which passed unanimously.

OPERATION OF DISTRICT FACILITIES

Ms. Reeves reviewed a letter received by the District from a resident regarding a high utility bill the resident stated was due to Hurricane Harvey. Ms. Reeves stated ST responded to the resident and explained the bill was for usage in August.

Ms. Reeves distributed and reviewed the operator's report, a copy of which is attached. She reviewed maintenance and repair work included in ST's monthly invoice and reported on tap installations. Ms. Reeves reviewed the water production report and noted that the water accountability for the prior billing cycle was 101.48%.

Ms. Reeves noted that the District reported a high flow violation due to the rainfall as a result of Hurricane Harvey.

Ms. Reeves reviewed two abandoned accounts with an outstanding balance in excess of \$25.00, and requested authorization to turn over the accounts to the collection agency to pursue collection.

Ms. Reeves stated ST's internal company meeting with smart meter providers was rescheduled for October 31, 2017. She reviewed a handout with preliminary information from some of the smart meter providers, a copy of which is attached to the operator's report.

After review and discussion, Director Fitzsimmons moved to (1) approve the operator's report; and (2) authorize ST to turn over the accounts with an outstanding balance in excess of \$25.00 to the collection agency. Director Konesheck seconded the motion, which carried by unanimous vote.

HEARING ON TERMINATION OF SERVICE TO DELINQUENT CUSTOMERS AND AUTHORIZE TERMINATION OF SERVICE

Ms. Reeves reviewed the list of delinquent accounts and reported that the persons on the termination list provided to the Directors were mailed written notice prior to this meeting in accordance with the District's Rate Order, notifying them of the opportunity to appear before the Board to explain, contest, or correct the utility service bill and show reason why utility service should not be terminated for reason of

nonpayment. After review and discussion, the Board concurred to continue to defer action on terminations and waive penalties until November 1, 2017.

DISCUSS IN-DISTRICT MEETING

The Board discussed scheduling a tour of facilities.

ADOPT RESOLUTION ESTABLISHING ADDITIONAL OUT-OF-DISTRICT MEETING PLACE

The Board considered adding the offices of ST as an additional out-of-district meeting place. After review and discussion, Director Fitzsimmons moved to adopt the Resolution Establishing Additional Out-of-District Meeting Place and direct that the Resolution be filed appropriately and retained in the District's official records. Director Morrison seconded the motion, which passed unanimously.

APPROVE ANNUAL CPI INCREASE FOR FIRE PROTECTION SERVICES

The Board reviewed a notice from Fort Bend Emergency Services District No. 4 ("ESD 4") regarding the annual adjustment of monthly charges for fire protection services based on the Consumer Price Index, a copy of which is attached. The Board noted that the monthly charge will increase from \$9.39 to \$9.54 as of December 1, 2017.

DISCUSS FIRE PROTECTION AGREEMENT

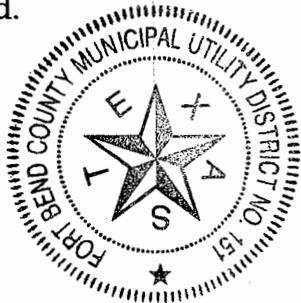
The Board discussed alternatives for fire protection services for the District. Ms. Higgins reported on a meeting with ESD 4. She also stated the City of Katy requested to tour the District's fire station.

DIRECTOR AND DISTRICT CONSULTANT REPORTS

There was no discussion on this matter.

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

(SEAL)



Sen. R. J. [Signature]
Asst. Secretary, Board of Directors

LIST OF ATTACHMENTS TO MINUTES

	Minutes
	<u>Page</u>
Bookkeeper's report,.....	2
Tax assessor/collector's report	2
Engineer's report.....	3
Letter from the NFBWA regarding the 2018 Larry's Toolbox program	4
Notice from the NFBWA regarding the possible modification of director precincts ...	4
Builder inspection program and mowing/maintenance report	4
Report on management and maintenance of District facilities	5
Annual maintenance proposal from Lake Management Services, L.P.	5
Operator's report.....	6
Notice from the Fort Bend County Emergency Services District No. 4	7