

**FORT BEND COUNTY MUNICIPAL UTILITY DISTRICT NO. 118**

Minutes of Meeting of the Board of Directors

July 10, 2018

The Board of Directors (“Board”) of Fort Bend County Municipal Utility District No. 118 (“District”) met at the office of the Greater Fort Bend EDC, One Fluor Daniel Drive, Sugar Land, Fort Bend County, Texas on July 10, 2018 in accordance with the duly posted notice of the meeting, with a quorum of Directors present, as follows:

Jaime Benoliel, President  
Alex Reid Garrett, Vice President  
James Hines, Secretary  
Paula Blumenthal, Assistant Secretary  
Christa Lawson, Assistant Secretary

and the following absent:

None.

Also present were David Woods, Debbie Arellano, Breah Campbell, Dana Davis, Romain Barski, Tobin Synatschk, G. Taylor Goodall, Jr., and members of the public.

The President called the meeting to order and declared it open for such business as might properly come before it.

1. The Board considered the minutes of the meeting held on June 12, 2018. Director Benoliel made two additions to the minutes and noted that information should be added to the minutes regarding discussion on sidewalk width in item No. 13 as well as additional clarification to item no. 15 regarding the District acquisition of an additional playground site. Subject to that discussion, upon motion duly made and seconded, the Board unanimously approved the minutes as corrected.

2. The Board considered public comments. Sashi Reddy presented comments in written format regarding the upcoming development of the District’s trail project. Said statement is attached to the minutes hereto. Romain Barkski thanked the Board, the Park Committee and the District engineers for the continued development of District parks.

3. The Board was presented with the tax assessor/collector’s report, copy attached. The District’s 2017 taxes are 99.6% collected. The District collected \$8,447.09 for the month. Subject to that discussion, upon motion duly made and seconded, the Board unanimously approved the tax assessor/collector’s report as presented and authorized disbursement of the funds contained therein.

4. Breah Campbell presented an operator’s report, copy attached. Ms. Campbell reviewed the substantial maintenance items and noted that an emergency repair was performed at the WWTP. The Board approved a write off list. The District served 1,302 connections and accounted for 96.9% of water produced. Michael Gonzalez presented the results of a valve/manhole survey. There was lengthy discussion regarding the best manner in which the Board should proceed to addressing the items noted in the survey. It was decided that Tobin Synatschk should update the District’s Capital

Improvement Plan in accord and the Board should schedule a special meeting at the District's August Board of Directors meeting to review an updated Capital Improvement plan and future budget. It was decided that the operators should provide a more detailed valve and manhole survey list at the District's August Board of Directors meeting. After discussion, upon motion duly made, seconded and unanimously carried, the Board approved the operator's report as presented and authorized the District's operator to proceed with termination of utility service to said accounts pursuant to the provisions of the District's Rate Order, and approved the operator's report as presented.

5. Dana Davis presented a bookkeeper's report, copy attached. The District's debt service fund balance is \$4,628,127.28. The District's operating fund balance is \$3,250,106.22, and the capital projects fund balance is \$4,743,296.31. The District's park fund balance is \$3,329,815.38. After brief review and discussion, upon motion duly made and seconded, the Board unanimously approved the bookkeeper's report as presented and authorized the disbursements of the funds contained therein.

6. The Board noted receipt of a Champions Hydro-Lawn report, copy attached.

7. The Board considered proposals for ongoing park maintenance. The Board reviewed the three submitted proposals and there was discussion as to whether it is necessary to have a reservation system for the pavilion. After deliberation, the Board tabled approval of the proposals pending receipt of more information from those submitting proposals. The item shall remain on the agenda.

8. Tobin Synatschk presented an engineer's report, copy attached. Mr. Synatschk recommended approving a Notice to Proceed for the Phase 1 Jogging Trail contract expected to be completed October 02, 2018. In addition, Mr. Synatschk recommended approval of Pay Request No. 2 to Stone Castle Constructor, LLC in the amount of \$115,998.66 as well as a Change Order for the Phase 1 Jogging Trail project. In response to the question from Director Garrett, it was noted that information regarding the upcoming jogging trail construction shall be placed on the District website, distributed via email, and door hangers placed on homes of those immediately adjacent to the construction area. Mr. Synatschk recommended approval of Pay Request No. 2 to Stone Castle Constructors, LLC in the amount of \$ 15,650.95 for the Pavilion at Barski Park as well as approval of Pay Request No. 3 to LG&G Construction in the amount of \$18,157.50 for the Splash Pad site work. The engineers continue to work with the Park Committee regarding a Splash Pad rules sign. The Board then reviewed proposals for improvements to a potential playground at Waterside Village Park. The discussion regarding the proposal was tabled pending the Board's discussion regarding acquisition of the Park sign. The engineers continue to ensure the District is in compliance with annual MS4 permit requirements and have coordinated with Fort Bend County Coffee Roasters regarding a connection to the District's system. The engineers are currently working with the contractor for the reclaimed water system to ensure that the contractor remains on schedule. Subject to that discussion, upon motion duly made and seconded, the Board unanimously approved the engineer's report as presented and the recommendations contained therein.

9. The Board tabled the Resolution regarding District energy consumption until the August Board of Directors meeting.

10. The Board was presented with an Alternative Supply of Water Agreement with the North Fort Bend Water Authority. Mr. Goodall reported that his office confirmed that the \$0.75 credit referenced in the Agreement is the correct amount. Subject to that discussion, upon motion duly made and seconded, the Board approved the Agreement as presented.

11. The Board considered an update from the District's HOA. David Woods noted that the July 4<sup>th</sup> celebration was a success. Director Garrett raised the issue of damage to District Park property caused by vehicles associated with the celebration. Mr. Woods agreed to follow up with Director Garrett regarding the issue. Mr. Woods reported that the HOA will have an irrigation system survey results available at their July 25, 2018 Board of Directors meeting. It was noted that the current irrigation system has severe deficiencies that impact District property as the HOA irrigation system is the source of automatic irrigation for the property. Mr. Garrett and Mr. Woods will follow up regarding the irrigation system issue. Mr. Woods further reported that further discussion regarding District fences will be had at the July 25, 2018 HOA meeting.

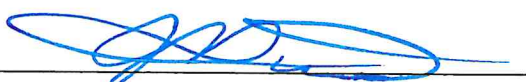
12. The Board considered discussion over the content of the District's website. The Board members acknowledged receipt of written suggested website content as authored by Director Garrett. Upon motion duly made and seconded, the Board approved the addition of neighborhood pictures, a link to the operator's website with instructions on how one may read one's water meter, and a link to the North Fort Bend Water Authority website on the District's website. Director Garrett and Breah Campbell will work with Off Cinco regarding the updates to the website.

13. At 7:25 p.m. the Board announced that it would convene in executive session pursuant to Texas Government Code §§551 to discuss the acquisition of real property as well as personnel matters. It was announced that the Board would reconvene in regular session prior to adjournment of the meeting. At 7:57 p.m. the Board exited executive session.

14. Upon motion duly made and seconded, the Board unanimously approved the attached Resolution confirming the existence of a public necessity for the construction, operation, and maintenance of parks and recreational facilities, including all related facilities and all necessary incidentals and appurtenances thereto, and authorizing the acquisition, by donation, purchase, or exercise of the power of eminent domain, of property interests necessary for such facilities.

15. The Board considered pending business. The Board reviewed the memo regarding required content on the District website as provided by the District's attorneys. It was reemphasized that the plans for the Jogging Trail Phase 1 and Notice of Construction shall be placed on the District website and in an email alert. The Board considered previous discussions regarding a request for a replacement of a fence on District property, it was decided that the request shall be tabled and the Board will reassess after construction projects in the area are complete. Director Garrett noted that a new Director's workshop will be held at the Humble Civic Center on August 10, 2018 and noted that the AWBD Mid-Winter Conference will take place on January 25, 2019. Director Garrett noted that all poison ivy found on District property has been removed and that there had been no final decision regarding the interference of certain tree roots on the interlocking blocks along the banks of Lake Charlotte.

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

  
Secretary