

MINUTES OF MEETING
OF THE
BOARD OF DIRECTORS

MARCH 26, 2019

THE STATE OF TEXAS §
COUNTY OF FORT BEND §
FORT BEND COUNTY MUNICIPAL UTILITY DISTRICT NO. 131 §

The Board of Directors (the “Board”) of Fort Bend County Municipal Utility District No. 131 (the “District”) noticed a regular meeting, open to the public, to be held on Tuesday, March 26, 2019, at 1:00 p.m., at 1980 Post Oak Boulevard, Suite 1380, Houston, Texas 77056, a designated meeting place outside the boundaries of the District. Whereupon the meeting was called to order at 1:00 p.m., and the roll was called of the members of the Board, to-wit:

Jennifer Jacobs	-	President
Leslie N. Smith-Boards	-	Vice President
Gregory Eknoyan	-	Secretary/Treasurer
Risha Miller	-	Assistant Secretary/Treasurer
Curtis R. Campbell	-	Assistant Secretary/Treasurer

All members of the Board were present, except Director Eknoyan, thus constituting a quorum. Copies of the meeting notices are attached hereto.

Also present at the meeting were Tina Kelsey of Myrtle Cruz, Inc. (“MCI”), Bookkeepers for the District; Michael Rusk and Jacob Clark of LJA Engineering (“LJA”), Engineers for the District; Anna Duarte of Tax Tech, Inc. (“TTI”), Tax Assessors for the District; Kyle Melgren of SiEnvironmental (“SiE”), Operators for the District; Marcus Soper, II of Forestar (USA), a Developer of property within the District; Kevin Atkinson of Texas Pride Disposal; Katterina Dittmore of Grant Development Services (“GDS”); and Julianne B. Kugle, Deidra Daniels (paralegal), and Khari Dotson of Sanford Kuhl Hagan Kugle Parker Kahn LLP (“SK Law”), Attorneys for the District.

HEAR FROM PUBLIC

The Board noted that no public wished to address the Board.

RESIGNATION OF DIRECTOR

The Board recognized Ms. Kugle, who advised that, due to work commitments, Director Eknoyan had submitted his resignation, effectively immediately.

Upon motion by Director Campbell, seconded by Director Jacobs, and after full discussion, the Board voted unanimously to accept the resignation of Director Eknoyan.

RECONSTITUTING BOARD

The Board next considered reconstituting the Board.

Upon motion by Director Campbell, seconded by Director Jacobs, and after full discussion, the Board voted unanimously to reconstitute the Board, as follows: President – Jennifer Jacobs; Vice President – Leslie Smith-Boards; Secretary – Risha Miller; Assistant Secretary – Curtis Campbell; and Assistant Secretary – vacant.

DISTRICT REGISTRATION FORM

The Board then considered the execution and filing of a District Registration Form.

Upon motion by Director Smith-Boards, seconded by Director Jacobs, and after full discussion, the Board voted unanimously to authorize preparation of a revised District Registration Form and filing of same with the Texas Commission on Environmental Quality “(TCEQ)”.

MINUTES FOR THE MEETINGS OF JANUARY 22 AND FEBRUARY 19, 2019

The proposed minutes of the meetings of the Board held January 22 and February 19, 2019, previously distributed to the Board, were presented for consideration and approval.

Upon motion by Director Jacobs, seconded by Director Smith-Boards, and after full discussion, the Board voted unanimously to approve the minutes for the meetings held on January 22 and February 19, 2019, as presented.

TEXAS PRIDE

The Board recognized Mr. Atkinson, who provided a status of service within the District. Mr. Atkinson advised that it would be helpful if the Engineer could provide updated street information when new streets are constructed within the District. The Directors advised Mr. Atkinson of some resident concerns, including a consistent pickup time and better communications. Mr. Atkinson advised that he will set up a dedicated email for the residents of the District to use when contacting Texas Pride.

The Board noted that no action was necessary in connection with the Texas Pride Report.

PARK GRANT

The Board recognized Ms. Dittmore who announced that the District was a recipient of the Texas Parks and Wildlife Park Grant, noting that the District scored 4th out of 40 applicants. Ms. Dittmore also noted that the next step would be to receive and execute the contract, which is estimated to take approximately 3 months. Ms. Dittmore cautioned that, to avoid possible loss of funds, no activities should occur without a signed grant agreement and notification to proceed from the Texas Parks and Wildlife Department.

The Board recognized Ms. Clark, who advised that LJA would be working on obtaining the appropriate easements for the park, that timeline for construction would be 9 to 12 months, and that design of the Park can begin when the contract is signed.

The Board noted that no action was necessary in connection with the GMS Report.

WEBSITE REPORT

The Board recognized Kugle, who reviewed with the Board the Emergency Alert System (“EAS”) policies discussed at the District’s prior meeting, noting that (1) emergency alerts would be issued by the Operator or the Engineer; and (2) President Jacobs and the District’s Attorneys would be notified prior to alerts being issue.

Upon motion duly made and seconded, and after full discussion, the Board voted unanimously to approve the EAS guidelines.

Ms. Kugle also reviewed with the Board a “Where My Water Bill Payments Go” informational flyer, which contains a graphic and information at the breakdown of a resident’s water bill. It was the consensus of the Board to have the flyer posted on the District’s website.

BOOKKEEPER’S REPORT

The Board recognized Ms. Kelsey, who submitted to and reviewed with the Board the Bookkeeper’s Report, and certain invoices for payment by the District.

Upon motion by Director Jacobs, seconded by Director Smith-Boards, and after full discussion, the Board voted unanimously to (1) approve the Bookkeeper’s Report; and (2) authorize payment of the checks presented.

TAX ASSESSOR COLLECTOR’S REPORT

The Board recognized Ms. Duarte, who reviewed with the Board the Tax Assessor/Collector’s Report, including checks submitted for signature, a copy of which is attached hereto.

Upon motion by Director Miller, seconded by Director Smith-Boards, and after full discussion, the Board voted unanimously to (1) approve the Tax Assessor/Collector’s Report; and (2) authorize payment of the tax checks listed therein.

DELINQUENT TAX REPORT

Ms. Kugle advised that a tax suit had been filed by the County and School District against the property owner of 306 Glencarry Trail, and that an intervention had been filed on behalf of the District to protect the District’s interests.

The Board noted that no action was necessary in connection with the Delinquent Tax Report.

ENGINEER’S REPORT

The Board recognized Mr. Rusk, who reviewed with the Board the Engineer’s Report and requested that the Board (1) approve plans and specifications for Southern Colony, Section 5; (2) approve plans and specifications for WWTP Phase 3; (3) authorize the District’s Engineer to advertise for bids for Southern Colony, Section 5; (4) authorize the District’s Engineer to advertise for bids for WWTP Phase 3; (5) approve Pay Estimate No. 6 (and final), in the amount of \$83,106.32, payable to Dimas Bros. for

Southern Colony, Section 4A; (6) approve Pay Estimate Nos. 1 and 2, in the amounts of \$375,515.28 and \$319,414.79, respectively, payable to Dimas Bros. for Southern Colony, Section 4B; and (7) approve Pay Estimate Nos. 6 and 7, in the amount of \$111,641.49 and \$37,074.25, respectively, payable to N&S Construction for WWTP Expansion Phase II.

Upon motion by Director Campbell, seconded by Director Jacobs, and after full discussion, the Board voted unanimously to: (1) approve plans and specifications for Southern Colony, Section 5; (2) approve plans and specifications for WWTP Phase 3; (3) authorize the District's Engineer to advertise for bids for Southern Colony, Section 5; (4) authorize the District's Engineer to advertise for bids for WWTP Phase 3; (5) approve Pay Estimate No. 6 (and final), in the amount of \$83,106.32, payable to Dimas Bros. for Southern Colony, Section 4A; (6) approve Pay Estimate Nos. 1 and 2, in the amounts of \$375,515.28 and \$319,414.79, respectively, payable to Dimas Bros. for Southern Colony, Section 4B; (7) approve Pay Estimate Nos. 6 and 7, in the amount of \$111,641.49 and \$37,074.25, respectively, payable to N&S Construction for WWTP Expansion Phase II; and (8) approve the Engineer's Report.

OPERATOR'S REPORT

The Board recognized Mr. Melgren, who presented the Operator's Report, and reviewed the expenses and explained various charges. Mr. Melgren also reviewed the listing of delinquent accounts. The Directors noted that the delinquent list was quite lengthy and that many residents were habitually delinquent. The Board discussed sending termination letters and amending the District's Rate Order to include additional deposits for residents whose service had been terminated for non-payment.

Upon motion by Director Jacobs, seconded by Director Smith-Boards, and after full discussion, the Board voted unanimously to (1) approve the Operator's Report; (2) authorize the Operator to send notices to delinquent account holders; and (3) authorize termination of delinquent accounts.

DEVELOPER'S REPORT

The Board recognized Ms. Kugle, who reviewed with the Board a status report from DR Horton.

The Board recognized Mr. Soper, who discussed status of development in the District. The Directors discussed concerns regarding traffic flow through the neighborhood.

The Board noted that no action was necessary in connection with the Developers' Reports.

ATTORNEY'S REPORT

Amendment to Notice to Sellers and Purchasers

Consideration was then given to a proposed Amended Notice to Sellers and Purchasers. Mr. Kahn informed the Board that the Notice to Sellers and Purchasers must be revised to reflect issuance of the District's the Series 2019 Bonds.

Upon a motion made by Director Miller, seconded by Director Smith-Boards, and after full discussion, the Board voted unanimously to approve the Amendment to Notice to Sellers and Purchasers and to authorize filing of the same in the Fort Bend County Real Property Records and with the Texas Commission on Environmental Quality.

President's Report

The Board next considered authorizing Director Jacobs to prepare a quarterly "President's Report" for publication on the District's website.

Upon motion by Director Miller, seconded by Director Smith-Boards, and after full discussion, the Board voted unanimously to authorize Director Jacobs to prepare a quarterly "President's Report" for publication on the District's website.

Travel Expenses

The Board next discussed authorization for attending conferences and reimbursement of travel expenses.

Upon motion by Director Miller, seconded by Director Smith-Boards, and after full discussion, the Board voted unanimously to approve (1) Director attendance at the AWBD Spring Breakfast and Summer Conference, with reimbursement of expenses pursuant to the District's policies; (2) and reimbursement of travel expenses to attend the Texas Parks and Wildlife Grant Program award presentation.

Groundwater Reduction Participation Plan

Ms. Kugle noted that she had received no response from City of Missouri City. Director Jacobs will follow up with Mayor Ford.

Out-of-District Agreement with DR Horton

No action was taken.

Commercial Development

No action was taken.

Public Safety

Director Jacobs provided information from private security companies who are members of the Texas SmartBuy program.

Upon motion duly made and seconded, Director Jacobs was authorized to obtain cost information for public safety services in the District.

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

PASSED, APPROVED, AND ADOPTED, this 28th day of May, 2019.





ASST. Secretary, Board of Directors