

DRAFT

MINUTES FORT BEND COUNTY MUNICIPAL UTILITY DISTRICT NO. 119

February 7, 2024

The Board of Directors (the "Board") of Fort Bend County Municipal Utility District No. 119 (the "District") met in regular session, open to the public, on the 7th day of February, 2024, at Allen Boone Humphries Robinson LLP, 3200 Southwest Freeway, Suite 2600, Houston, Texas 77027, outside the boundaries of the District, and the roll was called of the members of the Board:

Alan Shelby	President
Carol Richardson	Vice President
Jeanette Spinks	Secretary
Brian Keith Joseph	Assistant Vice President
Michael J. Garza	Assistant Secretary

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

Also attending the meeting were: Abdul Sabur Dippo Bello, a resident of the District; Kurt Adkins of Summit Management, LLC; Lieutenant Marco Scott and Deputy Anthony Jackson of the Fort Bend County Constable's Office; Magen Fischer of Wheeler & Associates, Inc. ("Wheeler") and of Sales Revenue Inc. ("SRI"); Jimm Davis of Myrtle Cruz, Inc. ("Myrtle Cruz"); Justin Klump and Sarah Valladares of Stormwater Solutions ("SWS"); Brian Chovanec of Benchmark Engineering Corporation ("Benchmark"); Randy Davila of Inframark, LLC ("Inframark"); and Teshia Judkins and Kia Fields of Allen Boone Humphries Robinson LLP ("ABHR").

PUBLIC COMMENTS

The Board received no public comments.

MINUTES

The Board considered approving the minutes of the January 3, 2024, meeting. After discussion, Director Garza moved to approve the minutes, as presented. Director Spinks seconded the motion, which carried by unanimous vote.

2024 DIRECTORS ELECTION

Ms. Judkins discussed procedures related to the 2024 Directors Election. She reviewed an Order Calling Directors Election.

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Ms. Judkins discussed that Notice of Election may be required to be posted or published and provided to the County Clerk and Voter Registrar of Fort Bend County.

Following review and discussion, Director Garza moved to: (1) adopt the Order Calling Directors Election and direct that the Order be filed appropriately and retained in the District's official records; and (2) authorize the Secretary's agent to post or publish and provide to the County Clerk and Voter Registrar Notice of Election, if required, and to direct that the Notice be filed appropriately and retained in the District's official records. Director Spinks seconded the motion, which passed unanimously.

SECURITY SERVICES

Deputy Jackson and Lieutenant Scott discussed and answered questions regarding the January report on security services in the District, a copy of which is attached.

TAX REPORT

Ms. Fischer reviewed the District's monthly tax report for the month of January, reflecting collections of 85.17% of the District's 2023 taxes at the end of January, 2024.

Following review and discussion, Director Shelby moved to approve the tax assessor/collector's report and authorize payment of the tax bills. Director Joseph seconded the motion, which carried unanimously.

SALES TAX COLLECTIONS AND ACCOUNTS, INCLUDING REPORT FROM SALES REVENUE INC.

Ms. Fischer presented and reviewed a Sales and Use Tax Administration Report, dated February 2024, a copy of which is attached. She provided an update on sales taxes received from commercial businesses in the District.

ASSOCIATION OF WATER BOARD DIRECTORS ("AWBD") WINTER CONFERENCE, REIMBURSEMENT OF ELIGIBLE EXPENSES, AND ATTENDANCE AT SUMMER CONFERENCE

The Board discussed the AWBD winter conference and also considered approving reimbursement to the directors for expenses incurred in attending the AWBD winter conference and authorizing attendance at the AWBD summer conference. After review and discussion, Director Shelby moved to approve reimbursement of the AWBD winter conference expenses and to authorize attendance of Board members interested in attending the AWBD summer conference. The motion was seconded by Director Joseph and carried by unanimous vote.

FINANCIAL AND BOOKKEEPING MATTERS

Mr. Davis presented the bookkeeper's report for the month of January and submitted the bills for payment. A copy of the bookkeeper's report is attached. He reviewed the District's investments, including the monthly investment report, a year-to-date budget comparison, certificates of deposit matured and renewed, and a reconciliation of North Fort Bend Water Authority ("NFBWA") revenues and expenses.

Mr. Davis stated he moved the costs included in the repair and maintenance line item of the budget to the special projects appearing below the line of the budget, as discussed, noting he is reviewing information from the District's operator regarding the chemical, lab, inspection, and smart meter expenses which have been included in the repair and maintenance line item of the budget and will move such expenses to the line items in the budget for those specific costs in next month's bookkeeper's report. He further noted that the total actual year to date amount of the repair and maintenance line item of the budget will be more accurate after moving the appropriate costs to the more specific line items of the budget as discussed.

After review and discussion, Director Spinks moved to approve the bookkeeper's reports, including the checks presented for payment. Director Garza seconded the motion, which carried by unanimous vote.

MOWING, MAINTENANCE, AND REPAIR OF DISTRICT DRAINAGE FACILITIES

Ms. Valladares presented a report regarding maintenance of the District's drainage facilities, a copy of which is attached. She stated SWS worked with Benchmark to assess the status of the District's outfall pipes. Ms. Valladares and Mr. Chovanec noted they plan to present a proposal for replacement of such pipes at the March Board meeting.

ENGINEER'S REPORT

Mr. Chovanec distributed and reviewed a report from Benchmark regarding the status of engineering projects in the District, including items specifically addressed as follows in these minutes. A copy of the report is attached.

UTILITY COMMITMENT LETTERS AND ANNEXATION REQUESTS

There were no utility commitment letters or annexation requests for the Board's review.

DEEDS, EASEMENTS, AND CONSENTS TO ENCROACHMENT

There were no deeds, easements, and/or consents to encroachment for the Board's approval and/or acceptance.

FORT BEND COUNTY'S MCKASKLE ROAD PROJECT

Mr. Chovanec updated the Board regarding Fort Bend County's (the "County") evaluation of a possible project to widen McKaskle Road, noting he is reviewing the revised plans Benchmark received from the County.

OPERATOR'S REPORT

Mr. Davila presented the monthly operator's report for January, a copy of which is attached. He reviewed routine maintenance and repairs in the District, as itemized in the report. Mr. Davila stated the District's water accountability was 95.13% for the previous billing period.

Mr. Davila updated the Board regarding the status of repairs completed as a result of the valve survey and manhole repairs planned in the District.

Mr. Davila recommended the Board authorize submitting two delinquent water and sewer services accounts with a total balance of \$1,186.89 to Collections Unlimited for collection.

Mr. Davila updated the Board regarding repairs completed and reported no issues caused by recent cold weather conditions in the District.

Following discussion, Director Shelby moved to: (1) approve the operator's report; and (2) authorize submitting two delinquent accounts totaling \$1,186.89 to Collections Unlimited for collection, as recommended. Director Joseph seconded the motion, which carried by unanimous vote.

TERMINATION OF UTILITY SERVICE

Mr. Davila presented a list of delinquent accounts to the Board. He stated that the accounts in question have been given written notification of the opportunity to appear, either in person or in writing, at the Board meeting to contest, explain, or correct the charges, services, or disconnection. He noted that the accounts listed have neither attended the Board meeting nor contacted his office or the District to contest or explain the charges, except for accounts paid earlier in the day. After review and discussion, Director Shelby moved to authorize the District's operator to proceed with termination of the utility service pursuant to the provisions of the District's Rate Order to accounts remaining unpaid except for those accounts where payments are being made in accordance with a payment plan authorized by the District's operator. Director Joseph seconded the motion, which carried by unanimous vote.

NFBWA MATTERS

Mr. Davila stated he plans to present the initiatives and establish the Leadership Water Conservation Committee for the 2024 Water Provider Conservation Program at the next Board meeting.

DISTRICT CORRESPONDENCE

Ms. Judkins discussed correspondence the District received from the Texas Rural Water Association requesting that the District join the organization, noting the District's operator did not recommend joining at this time, and from Infinity Services offering their services to build a website for the District and assist with resident communications when needed. Discussion ensued regarding the District's existing contract with a service provider for resident communications as well as the information about the District posted online by District consultants. Following review and discussion, the Board concurred not consider additional services from Infinity Services at this time.

PHASE II SMALL MS4 GENERAL PERMIT AND STORM WATER MANAGEMENT PLAN, INCLUDING STATUS OF COMPLIANCE, NECESSARY TRAINING, PUBLIC COMMENT, AND APPROVAL OF YEAR 5 ANNUAL REPORT AND PUBLIC EDUCATION MATERIALS

Mr. Klump updated the Board on the District's Stormwater Management Plan ("SWMP"), stating SWS received approval of the District's SWMP permit from the Texas Commission on Environmental Quality and is awaiting receipt of the permit certificate. He then distributed and reviewed the Year 5 annual report for the SWMP and a summary of the Year 5 training and goals under the SWMP, copies of which are attached. He presented a utility bill insert regarding stormwater runoff and prevention of stormwater pollution, a copy of which is also attached.

Mr. Klump began his training session with the Board and other consultants. The topic of the Year 5 training was stormwater pollution prevention, the minimum control measures, and bacteria-specific elements. Mr. Klump explained the importance of keeping household hazardous waste, pet waste, and yard waste out of the storm sewers to prevent adding to bacterial impairment. He then continued the training, thoroughly explaining the sources of bacteria and outlining the program elements of the SWMP that deal with these sources.

Following review and discussion, Director Spinks moved to approve the Year 5 annual SWMP report, the Year 5 goals, and the utility bill insert. Director Joseph seconded the motion, which carried by unanimous vote.

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CONVENE IN EXECUTIVE SESSION PURSUANT TO SECTION 551.071, TEXAS GOVERNMENT CODE; RECONVENE IN OPEN SESSION AND AUTHORIZE APPROPRIATE ACTION

The Board did not convene in executive session.

The Board discussed the next meeting date and concurred to meet next on March 6, 2024.

There being no further business to come before the Board, the Board concurred to adjourn the meeting.

Secretary, Board of Directors

(SEAL)

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