

MINUTES
FORT BEND COUNTY MUNICIPAL UTILITY DISTRICT NO. 119

December 6, 2023

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 6th day of December, 2023, 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, thus constituting a quorum.

Also attending the meeting were: Kevin Atkinson of Texas Pride Disposal ("Texas Pride"); Corporal Salman Ghaffar 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"); 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

Mr. Atkinson updated the Board regarding garbage collection services and the related costs for those services, and he requested the Board consider an amendment to the District's current contract for garbage collection services to allow for a fuel surcharge when the price of fuel exceeds a certain price. The Board concurred to consider such amendment at the next Board meeting.

MINUTES

The Board considered approving the minutes of the November 1, 2023, meeting. After discussion, Director Garza moved to approve the minutes, as presented. Director Shelby seconded the motion, which carried by unanimous vote.

SECURITY SERVICES

Corporal Ghaffar introduced Deputy Jackson to the Board as the new security contact for the District and discussed matters related to the transition. He then

discussed the November report on security services in the District, a copy of which is attached. Deputy Jackson next introduced himself and updated the Board regarding his security service experience.

TAX REPORT

Ms. Fischer reviewed the District's monthly tax report for the month of November, reflecting collections of 6.91% of the District's 2023 taxes at the end of November 2023.

Following review and discussion, Director Spinks 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. Judkins noted that the Sales and Use Tax Administration Report, dated November 2023, a copy of which is attached, was provided to the Directors.

FINANCIAL AND BOOKKEEPING MATTERS

Mr. Davis presented the bookkeeper's report for the month of November 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. He then requested approval of check no. 1539 in the amount of \$204.09 to Director Garza and check no. 1540 in the amount of \$636.52 to Director Spinks, both for Director fees of office, which he noted are not included in the report.

The Board discussed the actual month to date costs included in the repair and maintenance line item of the budget and inquired whether some of those costs should have been included in the special projects appearing below the line of the budget. Mr. Davis noted he would verify the coding of such costs with the District's operator.

After review and discussion, Director Spinks moved to approve the bookkeeper's reports, including the checks presented for payment and check nos. 1539 and 1540. Director Joseph seconded the motion, which carried by unanimous vote.

TRAVEL REIMBURSEMENT GUIDELINES AND DIRECTOR EXPENSES FOR THE ASSOCIATION OF WATER BOARD DIRECTORS ("AWBD") WINTER CONFERENCE

The Board discussed the District's Travel Reimbursement Guidelines and Director Expenses in anticipation of the AWBD winter conference. After discussion, Director Shelby moved to authorize reimbursement of the costs of up to two nights of

lodging, reasonable meals, and payment of up to three per diems for any Board members attending the conference. Director Garza seconded the motion, which carried unanimously.

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 then presented and reviewed a draft proposal to replace five outfall pipes resulting from SWS' inspection of the drainage channels in the District, a copy of which is attached to the report regarding maintenance of the District's drainage facilities. Discussion ensued, including discussion regarding the budget and timeline for such replacements. Ms. Valladares noted the pricing in the proposal is a conservative estimate of the repair costs, which may be higher than the actual cost, and SWS currently recommends performing the work in the spring. Following discussion, the Board concurred to have SWS coordinate with Benchmark to further assess the status of the outfall pipes and provide recommendations at the February 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 stated there have been no changes since the last update regarding Fort Bend County's evaluation of a possible project to widen McKaskle Road.

OPERATOR'S REPORT

Mr. Davila presented the monthly operator's report for November, 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 96.12% for the previous billing period.

Mr. Davila updated the Board on the status of insurance payments received by the District in response to claims submitted, noting some payments received are noted in this month's operator's report and others will be noted in next month's.

Mr. Davila also reported on the planned repairs to the District manholes identified in the manhole survey conducted by Inframark, noting the status of completion would be updated in the operator's report as the manholes are repaired. He also noted the status of the repairs to the valves identified in the valve survey conducted by Inframark is currently included in the operator's report.

The Board discussed whether the District should remain in Stage 1 of the District's Drought Contingency Plan, considering current circumstances including the NFBWA's withdrawal from Stage 1 of its Drought Contingency Plan. Mr. Davila recommended the District withdraw from Stage 1. Following discussion, the Board concurred to withdraw from Stage 1 of the District's Drought Contingency Plan and for Inframark to notify District residents in the same manner the residents were notified when the District entered Stage 1.

Mr. Davila recommended the Board authorize submitting one delinquent water and sewer services account with a balance of \$71.15 to Collections Unlimited for collection and writing off one delinquent water and sewer service account for \$14.00, noting delinquent accounts less than \$25.00 are not usually sent to Collections Unlimited.

The Board discussed notice a resident received from Fort Bend County regarding permit violations resulting from replacing a driveway in the District.

Following discussion, Director Spinks moved to: (1) approve the operator's report; (2) authorize submitting one delinquent account totaling \$71.15 to Collections Unlimited for collection, as recommended; and (3) authorize writing off the one delinquent account, as recommended. Director Shelby 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 Spinks 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 Shelby seconded the motion, which carried by unanimous vote.

NFBWA MATTERS

The Board discussed the District's NFBWA Water Conservation Provider Worksheet, a copy of which is included in the operator's report.

Ms. Judkins stated the notice regarding the NFBWA withdrawing Stage 1 of its Drought Contingency Plan was provided to the Directors.

ASSOCIATION OF WATER BOARD DIRECTORS WATER SMART PARTNERS PROGRAM

The Board considered a Resolution Approving Submittal of the Water Smart Application for Inclusion in the Association of Water Board Directors Water Smart Partners Program (the "Water Smart Resolution"). Following review and discussion, Director Spinks moved to approve the Water Smart Resolution. Director Richardson seconded the motion, which carried unanimously.

DISTRICT CORRESPONDENCE

There was no discussion on this matter.

PHASE II SMALL MS4 GENERAL PERMIT AND STORM WATER MANAGEMENT PLAN, INCLUDING STATUS OF COMPLIANCE, NECESSARY TRAINING, AND PUBLIC COMMENT

There was no discussion on this matter.

RESOLUTION VOTING FOR DIRECTOR FOR BOARD OF DIRECTORS ELECTION FOR FORT BEND CENTRAL APPRAISAL DISTRICT

The Board reviewed the candidates for the Board of Directors election for the Fort Bend Central Appraisal District ("FBCAD"). Ms. Judkins stated the District has five votes for the election. She then presented and reviewed a Resolution Voting for Director in the Board of Directors Election for the FBCAD ("Resolution"). After review and discussion, Director Shelby moved to cast the District's five votes for Michael D. Rozell for Director of the FBCAD and approve the Resolution reflecting the same. Director Joseph seconded the motion, which passed unanimously.

EMINENT DOMAIN REPORT

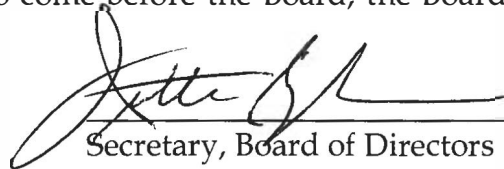
Ms. Judkins reported ABHR filed the District's Eminent Domain Authority Annual Report with the Comptroller of the State of Texas pursuant to Senate Bill 1812.

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 January 3, 2024.

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



Secretary, Board of Directors



LIST OF ATTACHMENTS TO MINUTES

	Minutes
	<u>Page</u>
Security services report.....	2
Tax report.....	2
Sales and Use Tax Administration Report, dated November 2023	2
Bookkeeper’s report.....	2
Drainage facilities maintenance report	3
Engineer’s report.....	3
Operator’s report.....	3