

MINUTES  
BRAZOS COUNTY MUNICIPAL UTILITY DISTRICT NO. 1

September 6, 2019

The Board of Directors (the "Board") of Brazos County Municipal Utility District No. 1 (the "District") met in regular session, open to the public, on the 6th day of September, 2019, at the offices of Jones & Carter, Inc., 150 Venture Drive, Suite 100, College Station, Texas, outside the boundaries of the District, and the roll was called of the members of the Board:

R. Hunter Goodwin	President
Charles Moreau	Vice President
L. B. Hodges Jr.	Secretary
Kyle Davis	Assistant Secretary
Brian G. Fisher	Assistant Vice President

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

Also present at the meeting were Becky Brewer of B&A Municipal Tax Service, LLC; Rose Montalbano of F. Matuska, Inc.; Bill Mather and Wallace Phillips of Grid Raceplex Holdings, Ltd.; Derek Walton of Jones & Carter, Inc. ("J&C"); and Stephen M. Robinson and Rachel Wooten of Allen Boone Humphries Robinson LLP ("ABHR").

MINUTES

The Board considered approving the minutes of the June 28, 2019, regular meeting, and the August 15, 2019, special meeting. Following review and discussion, Director Moreau moved to approve the minutes as submitted. Director Davis seconded the motion, which passed unanimously.

COMMENTS FROM THE PUBLIC

There were no public comments.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Montalbano distributed and reviewed the bookkeeper's report, including the list of checks presented for approval and the budget comparison, a copy of which is attached. After review and discussion, Director Moreau moved to approve the bookkeeper's report and payment of the bills. Director Davis seconded the motion, which passed by unanimous vote.

## TAX ASSESSMENT AND COLLECTION MATTERS

Ms. Brewer distributed and reviewed the monthly tax assessor/collector's reports for June 2019 - August 2019, copies of which are attached. She reported that the District's 2018 taxes were 100% collected. Ms. Brewer reviewed the list of checks presented for payment from the tax account. After review and discussion, Director Davis moved to approve the tax assessor/collector's report and payment of the tax bills listed in the report. Director Moreau seconded the motion, which passed unanimously.

## 2019 TAX RATE

The Board considered setting a 2019 tax rate. Mr. Robinson discussed the two-step process to levy a 2019 tax rate. He then reviewed changes to taxation procedures enacted by Senate Bill No. 2 of the 86th Regular Session of the Texas Legislature. After discussion, Director Davis moved to set the public hearing for October 4, 2019, at 12:00 p.m., and to authorize the tax assessor/collector to mail notice of the District's meeting on October 4, 2019, to set the proposed 2019 tax rate of \$1.00 per \$100 of assessed valuation for operations and maintenance purposes. Director Moreau seconded the motion, which passed by unanimous vote.

## REPORT ON DEVELOPMENT IN THE DISTRICT INCLUDING APPROVAL OF ANY FINANCING AGREEMENTS, ASSIGNMENTS OR AMENDMENTS THERETO AND ACKNOWLEDGEMENT OF PARTIAL ASSIGNMENTS OF DEVELOPMENT AGREEMENTS

Mr. Mather reported on development activity in the District and responded to Board members questions regarding development. He stated construction of the first homes has been completed and residents are moving into the District.

## REPORT ON ENGINEERING MATTERS

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

Mr. Walton updated the Board on construction of the phase I lift station and force main to serve Southern Pointe, as reflected in his report. He presented and recommended approval of Pay Estimate No. 10 in the amount of \$56,071.24, payable to Teal Services, LLC.

Mr. Robinson discussed the process for the conveyance of the Southern Pointe, Section 100 detention pond to the District. He presented and recommended approval of a proposal from Berg Oliver Associates, Inc. ("Berg Oliver"), to perform a Phase 1 Environmental Site Assessment ("Phase 1 ESA") for the Southern Pointe, Section 100 detention pond, in the amount of \$2,600.00.

Following review and discussion, Director Davis moved to (1) approve Pay Estimate No. 10 in the amount of \$56,071.24 for the phase I lift station and force main to serve Southern Pointe, based on the engineer's recommendation; and (2) approve the proposal from Berg Oliver in the amount of \$2,600.00, for the Phase I ESA for the Southern Pointe, Section 100 detention pond. Director Moreau seconded the motion, which carried by unanimous vote.

#### ADOPT RULES AND REGULATIONS

The Board considered adopting Rules and Regulations for the District, which enable the District to assess penalties to any person who damages District property or facilities or operates motorized vehicles on or near District facilities. Following review and discussion, Director Hodges moved to adopt the Rules and Regulations, and direct that the Rules and Regulations be filed appropriately and retained in the District's official records. Director Goodwin seconded the motion, which carried by unanimous vote.

#### REPORT ON LEGISLATIVE MATTERS

Mr. Robinson distributed and reviewed the 2019 ABHR Capitol Report of the 86th Regular Session of the Texas Legislature. He summarized significant legislation applicable to municipal utility districts and responded to Board member's questions.

#### MEETING SCHEDULE AND ITEMS FOR INCLUSION ON THE NEXT AGENDA

The Board concurred to hold the next regular meeting on October 4, 2019, at 12:00 p.m.

#### EXECUTIVE SESSION

The Board did not convene in executive session.

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

(SEAL)



  
Asst. Secretary, Board of Directors

LIST OF ATTACHMENTS TO MINUTES

	<u>Minutes</u>
	<u>Page</u>
Bookkeeper's report.....	1
Tax assessor/collector's reports .....	2
Engineer's report.....	2