

BROOKSHIRE MUNICIPAL WATER DISTRICT

NOTICE OF PUBLIC MEETING

Notice is hereby given that the Board of Directors of Brookshire Municipal Water District (the "District") will hold a regular meeting on **Monday, February 6, 2017, at 6:00 p.m. at 4004 6th Street, Brookshire, Texas**, open to the public, to consider and act upon the following:

1. **Public Comments:** (limited to 3 minutes per speaker and one speaker per issue)
2. **Approval of minutes of prior meetings:**
 - a. Regular Meeting of December 6, 2016;
 - b. Regular Meeting of January 10, 2017;
3. **Bookkeeper's Report, including:**
 - a. Review and approve financial statements, current invoices, monthly billing and collections;
4. **Engineer's Report, including:**
 - a. Crystal Lakes Subdivision
 - i. Approve force main and lift station construction
 - ii. Approve Capacity Analysis (Finalized Version);
 - iii. Review Tap Procedures
 - iv. Capital Recovery Fee
 - 1) Amount
 - 2) Assessment and Collection
 - b. Status of Village Lake Mobile Home Park;
 - i. Planning Status
 - ii. Supplemental Fee Agreement
 - iii. Capital Recovery Fee Collection
 - iv. Private and Public Pipes
 - 1) Master Meter
 - 2) Fire Hydrant Locations
 - 3) Inspection of Private Piping
 - 4) Inspection of Public Piping
 - 5) Easements and Access Agreement
 - 6) Cost Reimbursement by Developer
 - c. Status Report on Water Well 1-A;
 - d. Discuss TXDOT I-10 Expansion related to affected lines;
 - e. Update on Capital Improvements Plan;
 - i. Water Main Replacement
 - f. Discuss Development inquiries;
5. **General Manager's Report, including:**
 - a. Update on Community Development Block Grant ("CDBG") Program;
 - b. Approve training, conference or committee meetings;
 - c. Review Rate Order and take any necessary actions regarding the same;
 - d. Administrative and Personnel Matters;
 - e. Status of TWDB funding, and take any necessary actions regarding the same;
 - f. Review and approve Audit Report for Fiscal Year Ended August 31, 2016;
 - g. Authorize submittal of Continuing Disclosure Report;
 - h. Authorize submittal of Audit Report for Fiscal Year Ended August 31, 2016 to State Comptroller;
6. **Operator's Report, including:**
 - a. Update on maintenance and repairs;
 - b. Crystal Lakes storm water management
 - c. Damaged manhole on 1489
 - d. Valve survey

- e. Status of Sanitary Sewer Overflow Initiative;
 - f. Discuss installation of isolation valves on water lines;
- 7. Attorney's Report, including:**
- a. Adopt Order Determining Ad Valorem Tax Exemptions;
 - b. Adopt Resolution Implementing Penalty for Delinquent 2016 Taxes, including Section 33.11 of the Tax Code, and Contracting with Attorneys to Collect Delinquent Taxes; and
 - c. Adopt Resolution Authorizing Petition Challenging Appraisal Records, as necessary.
- 8. Directors' Reports, as necessary;**
- 9. Executive Session, as necessary:**
- a. As may be permitted pursuant to Subchapter D of the Texas Government Code to discuss matters relating to attorney-client privilege, potential litigation, security matters, personnel issues, and/or real estate matters, respectively;
 - b. Reconvene in Open Session; and
 - c. Vote on matters discussed in Executive Session, if any.

EXECUTED this 3th day of February, 2017.

BROOKSHIRE MUNICIPAL WATER DISTRICT

By: _____

Lindsey DeLong, Assistant Manager of the District