

MINUTES
BRAZORIA COUNTY MUNICIPAL UTILITY DISTRICT NO. 26

May 3, 2016

The Board of Directors (the "Board") of Brazoria County Municipal Utility District No. 26 (the "District") met in regular session, open to the public, on the 3rd day of May, 2016, at the offices of Allen Boone Humphries Robinson LLP, 3200 Southwest Freeway, Suite 2600, Houston, Texas, outside the boundaries of the District, and the roll was called of the members of the Board:

Michael Parks	President
Herbert Fain	Vice President
Melissa Slade	Secretary
Caralynn Prade	Assistant Vice President
Fred E. Weary, Jr.	Assistant Secretary

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

Also present at the meeting were Christina Garcia of Myrtle Cruz, Inc. ("MCI"); David Patterson of Assessments of the Southwest, Inc. ("ASW"); James Ross of LJA Engineering, Inc. ("LJA"); and Lynne Humphries, Hannah Brook, and Tracie Brownlee of Allen Boone Humphries Robinson LLP ("ABHR").

MINUTES

The Board considered approving the minutes of the April 5, 2016, regular meeting, which were provided in advance. After review and discussion, Director Prade moved to approve the minutes of the April 5, 2016, regular meeting, as presented. Director Fain seconded the motion, which passed unanimously.

COMMENTS FROM THE PUBLIC

There were no members of the public who wished to address the Board.

RECEIVE REPORT FROM SHADOW CREEK RANCH MAINTENANCE ASSOCIATION ("SCRMA")

Ms. Brownlee said she contacted SCRMA on behalf of the Board and requested a representative present a report regarding SCRMA's accounting of collected Homeowners Association dues. Ms. Brownlee said SCRMA did not respond to her two requests. Director Prade reported that SCRMA sent her a notice of nonpayment for her 2016 dues while in possession of two uncashed checks from Director Prade.

APPROVE PROPOSAL FROM OFF CINCO TO UPDATE DISTRICT WEBSITE

The Board considered approving the proposal presented last month from Off Cinco to update the website shared by the District and Brazoria-Fort Bend County Municipal Utility District No. 1 ("BFB1"). After discussion, Director Prade moved to approve the proposal from Off Cinco for the standard update for a one-time cost of \$1,200 and a monthly maintenance fee of \$225, both costs to be shared equally with BFB1, subject to approval of same by BFB1. Director Fain seconded the motion, which passed by unanimous vote.

DEVELOPMENT IN THE DISTRICT

There was no discussion on this matter.

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

Ms. Humphries entered the meeting.

The Board considered establishing limits for Director expenses at the upcoming AWBD summer conference in Fort Worth June 23-26, 2016, and reviewed the guidelines established for the previous summer conference. Director Parks noted that he will arrive one night early in service of his position as a board member of AWBD and requested approval of one additional per diem. After review and discussion, Director Parks moved to establish maximum limits of four Director fees of office, three nights of lodging, and reasonable and necessary meal expenses for any director attending the AWBD summer conference for expenses submitted in accordance with the guidelines with one additional per diem allowed for his service to AWBD. Director Prade seconded the motion, which passed unanimously.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Garcia distributed and reviewed the bookkeeper's report, including the investment report, budget comparison, debt service payment schedule, and list of checks presented for approval, a copy of which is attached. After review and discussion, Director Prade moved to approve the bookkeeper's report and payment of the bills. Director Fain seconded the motion, which passed unanimously.

TAX ASSESSMENT AND COLLECTION MATTERS

Mr. Patterson reviewed the tax assessor/collector's report, including the unpaid accounts tax roll and the delinquent attorney's report, a copy of which is attached. He noted 98.51% of the 2015 taxes had been collected as of April 30, 2016. Following review and discussion, Director Prade moved to approve the tax assessor/collector's report. Director Fain seconded the motion, which carried by unanimous vote.

ENGINEERING MATTERS

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

Mr. Ross said he is scheduled to meet with Pearland Assistant City Manager Trent Epperson to receive an update on construction of the permanent sewage treatment plant to serve Shadow Creek Ranch ("SCR").

Following review and discussion, the Board concurred to accept the engineer's report.

RECREATIONAL FACILITIES IN AND NEAR THE DISTRICT

The Board reviewed a report from Earthcare Management for the mowing and maintenance of the temporary ball fields, which includes an invoice and service schedule for this month. A copy of the report from Earthcare Management is attached.

SECURITY SERVICES REPORT

The Board reviewed the written security report for SCR, a copy of which is attached.

ARTICLES FOR NEWSLETTERS AND WEBSITE

The Board reviewed a draft of the notice for submission to the Shadow Creek Community Newsletter and The Connection newsletter and considered updates for the District's website. The Board reviewed an analytics report on activity on the website for the prior month, a copy of which is attached. Following review and discussion, the Board directed ABHR to post the notice to the newsletter as submitted.

ATTORNEY'S REPORT

The Board reviewed a draft of the District's updated Information Kit. Following review and discussion, Director Prade moved to approve the District Information Kit as presented. The motion was seconded by Director Weary and passed by unanimous vote.

STORM WATER PERMIT TXRQ40000

There was no discussion on this matter.

REPORTS FROM DIRECTORS AND DISTRICT CONSULTANTS

There was no discussion on this matter.

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



(SEAL)


Secretary, Board of Directors

ACTION LIST

1. ABHR will submit the approved notice to the community newsletters.
2. ABHR will submit updates to the District’s website as needed, including the 2016 District Information Kit.

LIST OF ATTACHMENTS TO MINUTES

	Minutes
	<u>Page</u>
Bookkeeper’s report.....	2
Tax assessor/collector’s report	2
Engineer’s report.....	3
Report from Earthcare Management.....	3
Security report.....	3
Website Analytics Report	3