

MINUTES
NORTH FORT BEND WATER AUTHORITY

October 1, 2014

The Board of Directors (the "Board") of the North Fort Bend Water Authority (the "Authority") met in special session, open to the public, on the 1st day of October, 2014, at the offices of Brown & Gay Engineers, Inc., 10777 Westheimer, 3rd Floor, Houston, Texas, outside the boundaries of the Authority, and the roll was called of the members of the Board:

Peter Houghton	President
Robert Patton	Vice President
Melony Gay	Secretary
David Spell	Assistant Secretary
Robert Darden	Assistant Vice President
Bruce Fay	Director
Pat Hebert	Director

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

Also present for all or part of the meeting were Steve Talecki of Cornerstones M.U.D.; Anna Agnew of Cinco M.U.D. No. 7; Charles "Chuck" Matheson of Grand Lakes M.U.D. No. 4; Dave Scholler, Charles Shumate, Lindsay Kovar, and Shayna Chapman of Brown & Gay Engineers, Inc.; Pam E. Lightbody of AVANTA Services; Dale Clayton of Severn Trent Services, Inc.; Vinny Minchillo and Natalie Salhanick of Glass House Strategy, LLC ("GHS"); Renae Ely of Coats Rose PC; and David Oliver and Christina Miller of Allen Boone Humphries Robinson LLP.

WATER CONSERVATION MARKETING CAMPAIGN AND PUBLIC COMMUNICATIONS, INCLUDING WEBSITE REDESIGN

Mr. Minchillo and Ms. Salhanick gave a presentation on creative ideas for the Authority's fall/winter water conservation marketing campaign, including billboard, television, and postcard advertising.

Mr. Talecki addressed the Board to suggest that the Authority require the operators to label the Authority's Groundwater Reduction Plan and Surface Water Fees with "North Fort Bend Water Authority."

Ms. Salhanick gave a presentation analyzing the Authority's Facebook advertisements.

Ms. Salhanick gave a presentation on design options for the Authority's website. Ms. Miller reported that a Memorandum Regarding Authority Website Policies was provided to GHS. Following review and discussion, the Board authorized GHS to proceed

with re-design of the Authority's website as discussed. Copies of the presentations are attached.

EFFLUENT REUSE AGREEMENTS

Mr. Oliver and Ms. Kovar discussed possible financing structures for the Authority's credit period and a proposed payback formula for inclusion in the Authority's proposed Wastewater Treatment Plant Effluent Reuse Agreement with Fort Bend County M.U.D. No. 34. Following review and discussion, Director Gay moved to include a 20 year term for the Annual Fee Credit to be applied against the Authority's fees, subject to an extension at the Authority's sole discretion. Director Fay seconded the motion, which was approved by unanimous vote.

Mr. Oliver reported on the efforts to meet with representatives of Grand Lakes M.U.D. Nos. 1, 2, and 4 regarding a proposed effluent reuse project.

WATER CONSERVATION COMMITTEE ACTIVITIES

Ms. Kovar updated the Board on development of a water conservation committee consisting of a director from each of the municipal utility districts located within the Authority to assist with creating a five-year water conservation plan for the Authority. She stated that to date 15 people have volunteered to participate as members of the committee.

WATER CONSERVATION EDUCATION ACTIVITIES

Ms. Kovar discussed use of the Authority's water conservation mobile teaching lab at the upcoming Fort Bend County Fair.

Ms. Kovar discussed meetings held with superintendants of Lamar and Fort Bend Independent School Districts regarding the implementation of water conservation education programs. Following discussion, Director Gay moved to authorize development of a supplement to the current water conservation curriculum for fourth graders for implementation in Authority schools. Director Fay seconded the motion, which was approved by unanimous vote.

Discussion ensued regarding the Authority's current contract with Barbara Payne for water conservation education activities. Following discussion, the Board authorized ABHR to begin discussions with Barbara Payne regarding amending the current contract to a standby consulting agreement.

Ms. Kovar reviewed cost estimates for business card sized magnets promoting water conservation education, copies of which are attached. Following review and discussion, Director Gay moved to authorize the purchase of 2,000 magnets in the approximate amount of \$500.00. Director Spell seconded the motion, which was approved by unanimous vote.

PUBLIC COMMUNICATIONS, INCLUDING MEMBERSHIP IN ORGANIZATIONS

The Board discussed participation in the Fulshear Area Chamber of Commerce. Following discussion, Director Gay moved to approve the Authority's participation in the Fulshear Area Chamber of Commerce at the Bronze Level in the amount of \$275.00. Director Spell seconded the motion, which was approved by unanimous vote.

CONTRACTS

There was no additional discussion on this item.

MEETING SCHEDULE

The Board reviewed its meeting schedule.

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

[SIGNATURE PAGE FOR THE MINUTES OF THE OCTOBER 1, 2014, BOARD MEETING]


Secretary, Board of Directors

(SEAL)



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