

discussion, Director Hebert moved that the Board approve the bookkeeper's report and payment of the bills upon receipt of revenue. Director Fay seconded the motion, which was approved by unanimous vote.

ENGINEER'S REPORT, RECEIVE UPDATE ON POTENTIAL WATER SOURCE STUDY

Mr. Scholler next presented the engineer's report. A copy of the written engineer's report is attached. He noted that his comments regarding a draft Feasibility Study for West Fort Bend County Regional Surface Water System were distributed to the Board members. He reported on a meeting held by the Brazos River Authority (the "BRA") for the stakeholders of the study. Discussion ensued regarding the meeting and the study.

Following review and discussion, Director Hebert moved that the Board inform the Brazos River Authority that the Authority wants to participate up to \$2,500 in the next phase of the study, but is not prepared to commit to participate in a regional facility by January 2006, because it is continuing to study its surface water supply options. Director Gay seconded the motion, which was approved by unanimous vote.

Mr. Scholler next updated the Board on the preparation of a Potential Water Source Study. He reported on contacts made and meetings being scheduled with surface water suppliers. Following review and discussion, Director Darden moved that the Board approve the engineer's report as presented. Director Spell seconded the motion, which carried unanimously.

ADOPT CODE OF ETHICS

Mr. Garcia next reviewed with the Board a Code of Ethics and Travel, Professional Services and Management Policies ("Code"), a copy of which is attached. After discussion, Director Hebert moved that the Board approve the Code. Director Gay seconded the motion, which passed by unanimous vote.

ADOPT ORDER ESTABLISHING A RECORDS MANAGEMENT PROGRAM AND DESIGNATING A RECORDS MANAGEMENT OFFICER

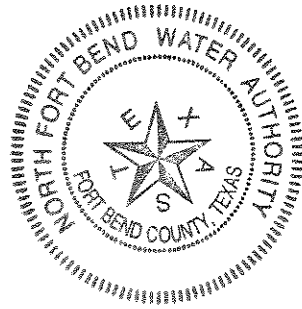
Mr. Garcia reviewed an Order Establishing a Records Management Program and Designating a Records Management Officer. He stated that the District is required by the Texas Local Government Code to establish a records management program to be administered by a records management officer. After review and discussion, Director Gay moved that the Board adopt an Order Establishing a Records Management Program and Designating a Records Management Officer. Director Spell seconded the motion, which passed by unanimous vote. A copy of the Order is attached.

REPORTS FROM DIRECTORS AND CONSULTANTS

No additional reports were made.

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

(SEAL)



Melony Day
Secretary, Board of Directors

LIST OF ATTACHMENTS TO MINUTES

	Minutes	
	<u>Page</u>	
bookkeeper's report	1	/
engineer's report	2	/
Code of Ethics and Travel, Professional Services and Management Policies	2	/
Order Establishing a Records Management Program and Designating a Records Management Officer	2	/