

MINUTES OF REGULAR MEETING
FAULKY GULLY MUNICIPAL UTILITY DISTRICT
HARRIS COUNTY, TEXAS

OCTOBER 17, 2019

STATE OF TEXAS
COUNTY OF HARRIS

The Board of Directors of Faulkey Gully Municipal Utility District of Harris County, Texas (the "District") met in regular session, open to the public, on the 17th day of October 2019, at 15503-A Hermitage Oaks Drive, Tomball, Texas, within the boundaries of the District, and the roll was called of the duly constituted officers and members of the Board, to-wit:

J. Douglas Allen	President
Michelle L. Steadman	Vice President
Bill F. Cheves	Secretary & Assistant Vice President
John M. Prewitt	Treasurer & Investment Officer
Mark H. Szyman	Assistant Secretary

and all of said persons were present, except Director Allen, thus constituting a quorum. Director Steadman chaired the meeting in Director Allen's absence.

Others present at the meeting were Cole Konopka of Coats Rose, P.C. ("Coats Rose"); Troy M. Bordelon, Jacob W. Valentien and Faith N. Tolson of A&S Engineers, Inc. ("A&S"); T. R. Riley of Eagle Water Management, Inc. ("Eagle"); Beth Wright and Scott Shelnuitt of Municipal Operations & Consulting, Inc. ("MOC"); Debra Loggins of L & S District Services, LLC; Brittany Bogard Keeswood of Assessments of the Southwest, Inc. ("ASW"); Mary DuBois of Acclaim Energy; David Quin of Public Power Pool (P3), Conference of Urban Counties (CUC); Melinda Silva from Malcomson Road Utility District (for STP Operations Committee meeting); and Barbara Evans, District Administrator.

The Board first considered a monthly safety message regarding blood-borne diseases, presented by Director Prewitt. He presented a detailed written report, and a copy is attached to these minutes. He pointed out that people working at treatment plants should take precautions working around waste and chemicals in the environment around plants. After discussion, Ms. Keeswood offered to give the safety message at the November meeting.

Deputy Churgin was present from Harris County Constable Precinct #4 to give a security report for September. A copy of the written report shall be placed in the District's records. It was reported that information had been provided to Ms. Lynn Harrison in Constable Mark Herman's office that the contract with Harris County should be renewed effective 3/1/2020 for one deputy on a 70% basis. The Board had previously been advised in a letter dated 3/8/2019 that the rate effective 3/1/2020-2/28/2021 would increase to \$72,553.

Director Steadman explained that there was an agenda item to consider options for electric service effective on or about 1/15/2020, following the end of the current contract with Hudson Energy. Representatives from two electric providers were present, and she planned to consider that item before the STP Operations Committee meeting. Each provider was to leave the room while the other provider gave his or her presentation, and no pricing information discussed during the presentations was to be

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disclosed in the District's minutes. Mr. Riley had also asked to be able to leave the meeting as soon as the STP Operations Committee meeting was concluded since he was scheduled to leave town. Matters related to these subjects were to be considered early in the meeting.

David Quin was first asked to give a presentation, and Mary DuBois left the room. Mr. Quin provided a written handout about Public Power Pool (P3). He explained that P3 was a non-profit aggregation formed in 2002 by local governments in Texas to procure power contracts at the lowest cost by aggregating power usage. During discussion, he explained that P3 negotiated energy rates well in advance of contract dates. The current contract was scheduled to start on 1/1/2020. A bridge contract would need to be set up on behalf of new members until the next contract was negotiated. Mr. Quin recommended a three-year contract, although the length of the contract could be varied. He pointed out that P3 was able to negotiate contracts from a position of strength. Director Prewitt questioned how P3 would handle a contract if a contractor defaulted. Mr. Quin explained that P3 evaluated the contractors carefully, and all that P3 used were in the financial range of Reliant. A question was raised about whether any of the energy was from green power. He pointed out that it could be an option if a district wanted to consider it. He explained that, once P3 had been authorized to request the District's annual usage from CenterPoint, offers could be presented so the Board could decide when to accept the contract terms. Following discussion, he left the room and Mary Dubois returned to the meeting.

Ms. Dubois provided a written handout on behalf of Acclaim Energy. She explained that her expertise was in dealing with water and wastewater companies. During discussion, she disclosed that she had previously worked with Director Steadman at an operating company. She pointed out that her background gave her experience in dealing with operators and engineers. She pointed out that Acclaim offered bundled rates that included CenterPoint distribution costs, and she explained that those costs were continuing to increase. She pointed out that Acclaim offered contracts in 12-month increments, and the longer contracts generally offered lower rates. She requested a Letter of Authorization (LOA) that would allow her to request the District's current usage from CenterPoint. Following her presentation, the Board asked her to leave the room while the Board discussed the status of the Board's energy evaluation.

Director Steadman then pointed out that Bob Wooten with Tradition Energy had been the District's energy consultant for many years. He had submitted written information to the Board because he was going to be out of town and could not attend the meeting. Following discussion, Director Cheves recommended delaying a decision about energy service to allow Mr. Wooten an opportunity to make a presentation to the Board at the November meeting. After discussion, David Quin and Mary DuBois were advised that the Board appreciated their presentations, and that a decision was going to be deferred to the November meeting. No LOAs were to be provided until that time.

The Board next considered a Bookkeeper's report. A copy of the report is attached to these minutes. Following review and discussion, upon a motion duly made and seconded, the Board voted unanimously to approve the payment of operating bills as discussed.

Ms. Loggins then presented an Investment Report for 9/2019. After discussion, upon a motion duly made and seconded, the Board voted unanimously to accept an Investment Report for 9/2019 as

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reviewed by Director Prewitt, the District's Investment Officer. A copy of the report as executed is attached to these minutes. She reported that rates for invested funds remained low, and she was renewing Certificates of Deposit for six months.

Ms. Keeswood next gave a Tax Assessor/Collector's report for 9/2019. A copy of the report, including a list of delinquent accounts, is attached to these minutes. The 2018 tax roll was 99.57% collected through 9/30/2019. A delinquent tax roll summary for 2018 and prior tax years was included with the report. It was reported that the following funds were to be wired: \$5,000 tax collections to the Debt Service Fund and \$1,641.01 maintenance taxes to the General Operating Fund. Thirteen checks were then presented for the Board's review and approval. After review and discussion, upon a motion duly made and seconded, the Board voted unanimously to accept the Tax Assessor/Collector's report for 9/2019 and to authorize the payment of tax checks #2220 through #2232 as presented.

The Board then considered 2019 tax matters. Director Steadman declared that the Board was now conducting a public hearing regarding the 2019 tax rate. It was reported that Corey Howell, the District's Financial Advisor, had previously presented a tax rate study and discussed taxable values and acceptable tax rates with the Board at the 9/19/2019 meeting. Upon a motion duly made and seconded, the Board voted unanimously to accept the 2019 tax roll as certified by the Harris County Appraisal District. It was then noted that the Board had published a maximum total tax rate of \$0.372. It was reported that notices of a public hearing had been published in the Cypress Creek Mirror and the Tomball Potpourri. Confirmations of the publications are attached to these minutes. Since no public protests were received, the Board proceeded with actions to set a tax rate for 2019. The Financial Advisor had recommended a total tax rate of \$0.372 (\$0.181 debt service tax and \$0.191 maintenance tax) to maintain parity with 2018 taxes. Following discussion, the Board agreed to approve a total tax rate of \$0.372 for 2019.

The Board then upon a motion duly made and seconded, voted unanimously to adopt a debt service tax rate of \$0.181 per \$100 of assessed valuation for 2019. The Board next, upon a motion duly made and seconded, voted unanimously to adopt a maintenance tax rate of \$0.191 per \$100 of assessed valuation for 2019. It was noted that the Board had previously adopted optional tax exemptions for 2019, including the maximum residential homestead exemption of 20% and a \$20,000 optional exemption for persons who are disabled or are sixty-five years or older. It was further noted that the District's Financial Advisor had explained that the Board had the option of transferring operating funds to the Debt Service Fund if necessary. Director Steadman then declared that the public hearing was concluded.

The Board next, upon a motion duly made and seconded, voted unanimously to approve an ORDER LEVYING TAXES in accordance with the 2019 debt service tax rate and maintenance tax rate set by the Board, and to authorize the Vice President and Secretary to execute certificate pages for the Order as approved. A copy of the Order as approved is attached to these minutes.

The Board then, upon a motion duly made and seconded, voted unanimously to approve Amendment No. 54 to the District's Information Form concerning the District's 2019 tax rate and containing the required Notice to Purchaser, and the Amendment was executed by all directors present

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at the meeting. It was noted that the document would be filed in Harris County Deed Records. A copy of the Amendment as recorded shall be attached to these minutes.

Mr. Riley was present to give the Operator's report for September and to discuss the transition in operating companies as necessary. He presented an Operator's report for water and sanitary sewer systems, and a copy is attached to these minutes. He discussed the following matters:

- *Customer requests for adjustment on bill:* No customer requests were reported by Eagle.
- *Water consumption:* He reported that 57.49% of the District's water usage during September was surface/alternative water. He reported that the percentage of surface water usage for the current permit term starting 9/1/2019 was 57.49%. The District's net accountability for total water consumption during September was 109.18% that averaged with the low rate for August. It was noted that the rainfall for September was 6.4".

Discussion followed about the status of the transition in operating companies effective 10/1/2019 from Eagle to MOC regarding customer billings. It was noted that bills had been mailed out by Eagle. A letter from MOC had been enclosed giving directions about mailing payments to MOC. A copy of the letter is attached to these minutes for information. MOC had also used door tags to notify District customers of the transition. It was noted that Tropical Storm Imelda had hit 9/19/2019 and had done extensive damage to the main postal distribution center and other postal facilities that served areas within the District, and significant delivery delays were being experienced. Some customers had not yet received their bill, and the due date was 10/18/2019. Other customers who had received bills had reported unusually high usage, but it was noted that the usage was for the hottest time of the year.

Mr. Shelnett explained that MOC had completed its initial meter readings for the District's customers. An accounting of the meter readings was presented by Mr. Shelnett for the Board's information. There had initially been a lot of discrepancies between Eagle's final bills and MOC's initial readings. He reported that Eagle had been working with them, and they had reduced them to 15 disputed accounts. He was seeking the Board's direction about how to handle those accounts. Discussion followed about whether Eagle's checks should be held until the 15 disputed accounts were resolved. This discussion was deferred until after the STP Operations Committee meeting.

The STP Operations Committee then met to consider plant matters, including the Operator's report for sewage treatment facilities. Matters pertaining to the STP shall be recorded in the minutes of the STP Operations Committee meeting.

The Board then resumed the discussion about how to handle disputed accounts. During discussion, Director Steadman pointed out that such discrepancies were common when changing from one company to another. After discussion, upon motions duly made and seconded, the Board voted unanimously to take the following actions: (a) to authorize Municipal Operations & Consulting, Inc. to adjust disputed customer bills with unusually high discrepancies following a transition in operating companies based on the prior three months' usage, with the District absorbing the cost of any amounts remaining after the adjustments; (b) to release the Faulkey Gully MUD and STP Operations checks for

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September 2019 to Eagle Water Management, Inc.; and (c) to defer any actions regarding the discontinuance of service for delinquent accounts due to the transition in operating companies, as well as the unusual disruption of mail service to customers in the District due to Tropical Storm Imelda, unless accounts were seriously delinquent for more than one month.

Mr. Riley then left the meeting and Mr. Shelnutt resumed the Operator's report. He presented an initial Operator's report from MOC for the Board's review of the reporting format. He explained that the report was based on Eagle's data through 9/6/2019 since Eagle's report for September was not received before the meeting. He pointed out that the data for the wastewater treatment plant was included in the same report, and he would work to separate that information for future reports. It was noted that some of the WWTP matters discussed in these minutes had been discussed earlier during the STP Operations Committee meeting.

He next presented a report based on MOC's evaluation of the facilities to date, and a copy of the report is attached to these minutes. He reported that some meters were not registering, but MOC was scheduled to start working with Ferguson/Mueller in November to install automatic meters. After discussion, upon a motion duly made and seconded, the Board authorized the Operator to wait to install automatic meters if meters were not registering, and to include those meters in the first group to be installed. Mr. Valentien asked that MOC work with him to make sure there was not a discrepancy in the data when replacing the non-working meters out of sequence.

Mr. Shelnutt then indicated that Booster Pump #2 at Water Plant #1 had been previously pulled by NTS, and their estimate to rebuild was \$7,200 for the booster pump and \$2,735 for the motor, totaling \$9,935. After discussion, the Board authorized Mr. Shelnutt to obtain an additional estimate for the same. Mr. Shelnutt then indicated that the circuit breaker handle was broken on Blower #1 at the WWTP. A rebuilt breaker was approximately \$1,800, and a new breaker was approximately \$3,500. After discussion, the Board authorized rebuilding the existing circuit breaker since the plant's electrical system was scheduled to be replaced soon. He reported that the Return Air System at the WWTP was not flowing correctly, and service was scheduled for 10/18/2019. Additional sludge hauling had been needed, as well as top cleaning of the On-Site Lift Station. He reported that MOC was working on updating the operational information on the TCEQ's Homeland Security contact forms for the Water Plants and the Wastewater Treatment Plant. MOC was also reviewing the District's Emergency Preparedness Plan (EPP) to update the operating information for the District's benefit. It was noted that the EPP would need to be revised and resubmitted to the TCEQ after the scheduled operational modifications currently going into the design phase were completed.

The Board next considered an agreement with TCEQ to transfer the responsibility for submitting Discharge Monitoring Reports (DMRs) to MOC. After review, upon a motion duly made and seconded, the Board voted unanimously to authorize John Montgomery, Compliance Officer at Municipal Operations & Consulting to be the Signatory Authority for Permit ID TX0072354 at the Faulkey Gully MUD Wastewater Treatment Plant, and to authorize Michelle L. Steadman to sign the agreement on behalf of the District. A copy of the agreement as executed is attached to these minutes.

Director Steadman then reported that the invoices for two repairs at N. Eldridge Parkway and Chriswood Drive that Eagle made due to damage by a Harris County subcontractor had been provided

to Lonnie Wright at MOC so they could be charged to the subcontractor. It was reported that MOC was working with the County subcontractors to locate the lines to try to avoid future damage to District lines. The Board then thanked MOC for helping locate the valve under the driveway at the property being developed on 1.48 acres east of N. Eldridge Parkway by HLB Development, LLC. Upon a motion duly made and seconded, the Board voted unanimously to authorize paying Municipal Operations & Consulting, Inc. at the November meeting for work done prior to 10/1/2019.

Mr. Shelnutt reported that he was planning to attend a meeting scheduled for 10/29/2019 at the offices of A&S to review the Wastewater Treatment Plant Modifications project. Directors Allen and Steadman were planning to attend the meeting. Other Board members and the Malcomson Road UD STP Operations Committee representatives were also being made aware of the meeting in case they wanted to attend.

Mr. Shelnutt then reported that a request for an adjustment had been received from the Cypress Falls Pet Resort and Spa located at 12043 Spring Cypress due to high usage from a leak that had been repaired. After discussion, the Board authorized the Operator to decline to adjust the commercial account. A request for an adjustment at 13002 Belgrave was to be included with the evaluation of other residential accounts being considered for adjustments.

Mr. Valentien then gave an Engineer's report. A copy of the report is attached to these minutes. The Board then discussed the following matters:

Harris County Projects:

- a. *Faulkey Gully Rectification:* Harris County Flood Control District was continuing work on the section of the Gully located west of N. Eldridge Parkway to Spring-Cypress Road. Rains during the past two months had slowed down the work in progress.
- b. *Traffic lights on N. Eldridge Parkway:* Harris County was continuing work on the installation of three traffic lights on N. Eldridge Parkway.
- c. *Widening of N. Eldridge Parkway north of Spring-Cypress Road to Westlock Drive:* Mr. Valentien reported that plans had been received from Harris County Precinct 4. Clearing was about to start for this project. The Board had agreed to pay for work to be included in the County's contract for a manhole that would now be in the street.

Development Projects in Progress, including review of development deposits as necessary:

- o *Spring-Cypress Retail Center at 11730 Spring-Cypress Road:* The Engineer had no change to report for this project.
- o *Office complex on 1.4851 acres on east side of N. Eldridge Parkway by HLB Development:* It was reported that the valve under the driveway had been located. Mr. Valentien reported that Coats Rose was handling a Property Owners Association agreement for the office complex. (See the status report below about the sanitary sewer line being installed across N. Eldridge Parkway to serve this property.)
- o *ADCS, LP for service to 4.626 acres for office complex in Milestone Tract (northeast of N. Eldridge Parkway and Spring-Cypress Road):* It was reported that an additional \$3,000 deposit

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had been received from ADCS, and Coats Rose was working on an agreement with Flagship Condominiums Association for the office condominiums.

Development Requests:

- *Request from Water Engineers, Inc. concerning Request for Service for tract located outside District near Grant Road and Kathy Lane (re. possible construction of a public non-community water well to serve the proposed development of Quance Cypress-The Place):* It was reported that there had been no further contact regarding this request since the 8/15/2019 meeting.

District Projects:

- *Rehabilitation of Lift Station #2:* Mr. Valentien reported that Lindsey Construction, Inc. had encountered a delay in the project. They were waiting for the Control Panel to be fabricated, and they would probably not be able to mobilize until after the first of the year.
- *Status of 8" sanitary sewer line across N. Eldridge Parkway to provide service to 1.4851-acre tract east of road:* Mr. Valentien reported that this project was substantially complete. The Board had approved Pay Application #1 in the amount of \$38,298.30 to Texas Pride, LLC earlier during the meeting. A copy of the Pay Application with photographs is included in the Engineer's report.
- *Water Plant #1 Recoating:* It was reported that design was in progress for this project, with the intention of having the work done during the winter months. Mr. Valentien reported that the project was scheduled to be advertised during November.
- *Status of Water Plant SCADA System Project:* Design was in progress for this project.
- *Status of Lift Station SCADA System Project:* Design was in progress for this project. Mr. Valentien reported that A&S was working together on both SCADA systems.
- *Status of 5-year Capital Improvement Plan (CIP):* Mr. Valentien reported that there had been no change in the CIP since the 8/15/2019 meeting.

The Board next considered the status of the Automatic Meter Reading/Advanced Meter Infrastructure (AMR/AMI) program, as follows:

- a. *Status of Ferguson/Mueller contract, including ground-based communication system (agreement approved 5/16/2019):* Work was progressing on this contract. Initial meters had been installed in various parts of the District to test to make sure that the poles for the ground-based communication system were placed properly and the system was working correctly. MOC Ferguson was scheduled to start installing meters in November, starting with certain meters that were not registering as discussed earlier during the Operator's report. MOC Ferguson would then start replacing meters in a systematic way by section, working with A&S to include information in the District's GIS as necessary.
- b. *Status of Harris County permitting requirements relative to proposed tower; status of survey for 300' radius around tower (Lockard & White & A&S):* The District was waiting for a response from the County.

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- c. *Status of proposed agreements and/or award of contracts for construction of tower and for power vendor, as recommended* Deferred.
- o *Geographic Information System (GIS)*: Mr. Valentien reported no change during the past month. They planned to work with the new Operator to coordinate activity. Director Allen had previously stressed that the data should be as accurate as possible, including major repairs, minor repairs, water quality, etc. A&S planned to conduct a data audit after the residential meters were installed to confirm quantities and accuracy of location.
- o *Effective utilization of District website, including review of monthly Analytics Report from Off Cinco*: The Analytics Report for September was presented, and a copy is attached to these minutes.
- o *Discuss matters relative to the North Harris County Regional Water Authority (NHCRWA)*: There were no matters that directly affected the District from the monthly NHCRWA meeting. (Please see the Attorney's report below for additional information.)
- o *Discuss status of District credit cards if necessary*: Director Prewitt was still working on obtaining a District credit card to be secured with District funds.
- o *Discuss possible Phase III of Faulkey Gully greenbelt trails*: Director Szyman reported that he was continuing to work on the project with Harris County Precinct 4 representatives and Jim Robertson of the Cypress Creek Flood Control, who was working with Harris County on the Cypress Creek Greenway Trails Master Plan. Director Szyman was also in the process of meeting with utility districts and property owner associations in the area to gain support for the project. He was working with Gail Gray at Lake Forest UD, Melinda Silva at Malcomson Road UD, the Lakewood Forest Fund, Inc., and any other interested entities. Harris County representatives had expressed interest in handling the labor and maintenance if the cost of the material was provided. Director Szyman expressed appreciation to Mr. Valentien for the work he had done to get a preliminary cost estimate so the groups would have some idea of the project cost.

The Board next considered an Attorney's report. Since Dick Yale had participated in the 9/19/2019 meeting by conference call because of Tropical Storm Imelda, Mr. Konopka presented meeting packets for both the September and October meetings. He discussed the following matters:

- o *NHCRWA*: He presented reports for the 9/9/2019 and the 10/7/2019 regular NHCRWA meetings, and copies are attached to these minutes.
- o *CCFCC*: He presented reports for the 7/17/2019 and 8/14/2019 CCFCC meeting activities, and copies are attached to these minutes.
- o *Continuing Financial Disclosure Report*: The Board acknowledged the following submissions to the Municipal Securities Rulemaking Board (MSRB) on 9/30/2019 by Coats Rose: (1) the Annual Financial Report for fiscal year ended 3/31/2019; and (2) the Continuing Disclosure Supplement for 2019 as prepared by The GMS Group, LLC. Copies of the confirmations are attached to these

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minutes. A copy of the Financial Disclosure Report as prepared by The GMS Group, LLC and submitted is also attached to these minutes.

- *Community Engagement Meetings for the Cypress Creek Watershed:* He presented a letter regarding two identical meetings scheduled by the Harris County Flood Control District on 10/21/2019 and 10/24/2019 to share information with the community about projects to be funded with bond proceeds approved by Harris County voters on 8/25/2018. This was an opportunity to review and comment on the proposed projects before they were considered for approval. A copy of the letter is attached to these minutes.
- *Discuss legislation from 86th Texas Legislative Session (2019) if recommended:* Mr. Konopka explained that this item could be removed from the agenda.
- *Consider status of Resolution(s) for Intent to Reimburse Costs from Future Bond Proceeds as necessary:* This matter was deferred to a future meeting.

The Board next considered an annual electric report for 9/1/2018-8/31/2019 to comply with a requirement of the Government Code, pursuant to HB 3693 (80th Regular Texas Legislative Session, 2007). After review and discussion, the Board voted unanimously to approve the report that was to be posted on the District's website. A copy of the report is attached to these minutes. Copies of the supporting electric energy data shall be placed in the District's records.

The Board next reviewed proposed revisions to the District's Consolidated Rate Order. MOC had presented a data sheet of suggested operational changes. Director Steadman had reviewed the proposed revisions, and she recommended removing the after-hours customer service charge. Ms. Evans explained that revisions to Appendix D of the Rate Order were needed, and she recommended having Coats Rose review it. Director Steadman expressed the opinion that it was important to approve the Rate Order at this meeting so MOC could start charging the revised rates. Ms. Evans recommended that at least two items in Appendix D be reviewed, as follows: (1) Century Engineering's name needed be removed. Mr. Bordelon suggested referring only to the District Engineer without using a company name. Ms. Evans also questioned the requirement for 75% brick for commercial businesses in the District. Mr. Konopka suggested that the requirement could be removed. Following discussion, upon a motion duly made and seconded, the Board voted unanimously to approve operating revisions and other revisions to Appendix D of the Rate Order as discussed, subject to review by Coats Rose; to approve an ORDER ADOPTING CONSOLIDATED RATE ORDER AND RULES AND REGULATIONS; ESTABLISHING DROUGHT CONTINGENCY PLAN; ESTALISHSING A WASTEWATER CONTROL ORDER; ESTABLISHING CERTAIN OTHER POLICIES; AND PROVIDING PENALTIES FOR VIOLATION THEREOF; to authorize Coats Rose to finalize the document; and to authorize the Board's Vice President and Secretary to execute the certificate page as presented. A copy of the revised Consolidated Rate Order in final form shall be placed in the District's records and posted on the District's website. A copy of the data sheet for the approved operating revisions is attached to these minutes, and MOC was authorized to use the data sheet as a basis for charging customers until the revised Rate Order was available.

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The Board then considered management and administrative matters. Director Allen had changed out the lighting on the front porch of the District Office for motion-sensor LED lights. He had previously discussed having the exterior of the building cleaned and putting in some type of lawn irrigation for the front yard. Discussion about these projects was deferred to a future meeting.

The Board then considered the approval of minutes of the 9/19/2019 regular meeting as presented. Consideration of the 8/15/2019 certified agenda of executive session was deferred until Dick Yale was present.

Following discussion, there being no further business to come before the Board, the meeting was adjourned.

(SEAL)

