

NOTICE OF MEETING
PECAN GROVE MUNICIPAL UTILITY DISTRICT

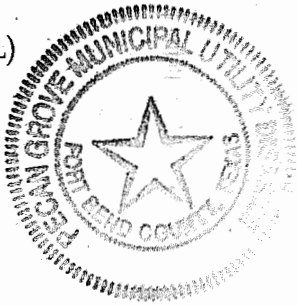
The Board of Directors of Pecan Grove Municipal Utility District will hold a regular meeting on **Tuesday, May 24, 2016 at 6:00 p.m.**, at the **Pecan Grove Baptist Church, 1727 FM 359, Richmond, Texas**, to discuss and, if appropriate, act upon the following items:

1. Remarks from the Board President.
2. Comments from the public who have signed up to speak (comments will be limited to 3 minutes per speaker).
3. **CONSENT AGENDA:** The following items are considered routine by the Board and will be enacted by one motion. No separate discussion will occur on these items unless a Board member so requests, in which event, the item will be removed and placed on the Non-Consent Agenda.
 - (a) approve minutes;
 - (b) report on ditch, levee maintenance and repairs;
 - (c) renewal of District's insurance policies;
 - (d) approve tax assessment and collections matters, including delinquent tax collections, installment agreements, and payment of tax bills;
 - (e) approve financial and bookkeeping report, including payment of bills, review of investments, review of General Fund to budget comparison;
 - (f) developer reimbursement audit report and disbursement of funds;
 - (g) garbage collection and recycling services;
 - (h) review Critical Load Spreadsheet for District's facilities and authorize annual filing; and
 - (i) approve Consumer Confidence Report and authorize operator to mail Consumer Confidence Report and file certificate of mailing with the Texas Commission on Environmental Quality.
4. Items removed from consent agenda.
5. Additional bookkeeping matters, including Travel Reimbursement Guidelines and Director Expenses for the Association of Water Board Directors summer conference
6. Security and public safety matters.
7. Report regarding development and maintenance of parks in the District, including:
 - (a) park rules and violations;
 - (b) report from Parks Manager;
 - (c) committee report; and
 - (d) park improvements, maintenance and repair, including approval of proposals.
8. Operation of District facilities, including:
 - (a) amend District Operator's contract;
 - (b) report on emergency operations;
 - (c) management report, repairs, maintenance, action items, leak detection, write-offs, customer appeals and correspondence;
 - (d) damage to District facilities, including insurance claims, backcharges and violations of Rate Order and District rules, imposition of fines and referral to collection attorney;
 - (e) message language on water bill;
 - (f) sidewalk improvements; and

- (g) approve Payment Services Agreement.
- 9. Hearing on termination of water and sewer service to delinquent customers and authorize termination of service.
- 10. Engineering matters, including:
 - (a) District facilities – report on public water, wastewater, stormwater and levee systems;
 - (b) Engineering design projects – authorize design, report project updates, regulatory issues, approve plans and specifications, authorize engineer to advertise for bids, review bids and award contracts and approval process payment requests, change orders, and final acceptance, as appropriate, for:
 - (i) wastewater treatment plant phase 1 improvements;
 - (ii) improvements to lift station no. 8;
 - (iii) sanitary sewer repairs in Plantation 6, 7, 8, 9 and 10 and Greens Sections 1 and 2;
 - (iv) Water plant no. 1 MCC replacement;
 - (v) Pecan Lakes Outfall Trash Rack; and
 - (vi) Reclaimed water system.
 - (c) Drainage improvements projects, including approve plans and specification, authorize engineer to advertise for bids, review bids and award contracts and approval process payment requests, change orders, and final acceptance, as appropriate, for:
 - (i) The Grove, Sections 4 and 5 improvements;
 - (ii) Plantation, Section 7, including approve easements with golf club to use portions of golf course for drainage; and
 - (iii) Plantation, Sections 4 and 5.
 - (d) Construction Projects – report project updates, issues, approval of progress payment requests, change orders, and final acceptance, as appropriate, for:
 - (i) water plant no. 2 improvements; and
 - (ii) Jones Creek slope repairs due to natural erosion.
 - (e) Report on general engineering matters, including: deeds, easements, requests for service, utility commitment letters, permits, stormwater management plan and regulatory issues, including:
 - (i) update on Johnson Development project out of District.
 - (f) MS4 permit.
- 11. District website and newsletter, including recommendations for communications improvements.
- 12. Reports from Directors, Committees, and District consultants regarding correspondence and/or reports received during the month and events and activities attended during the month, including:
 - (a) Discuss Fort Bend County policy for charges related to open records requests, other policies for responding to open records requests electronically and consider engaging special counsel as a consultant regarding development of charges for open records requests.
- 13. Attorney's report, including Resolution Regarding Intent to Reimburse, if needed.
- 14. Convene Executive Session pursuant to Section 551.072, Texas Government Code to deliberate the purchase, exchange, lease, or value of real property.

15. Re-convene in Open Session and authorize appropriate action regarding the purchase, exchange, lease, or value of real property.
16. Convene Executive Session pursuant to Section 551.071, Texas Government Code, to conduct a private consultation with attorney to (1) seek advice on pending or contemplated litigation, including condemnation proceedings and lawsuit against City of Richmond annexation; and (2) matters in which the duty of the attorney under the Texas Disciplinary Rules of Professional Conduct conflict with Chapter 551 Texas Government Code.
17. Re-convene in Open Session and authorize appropriate action regarding pending or contemplated litigation, including condemnation proceedings, and lawsuit against City of Richmond annexation.
18. Convene Executive Session pursuant to Section 551.076, Texas Government Code, to deliberate the deployment, or specific occasions for implementation, of security personnel or devices.
19. Re-convene in Open Session and authorize appropriate action regarding the deployment, or specific occasions for implementation, of security personnel or devices, including additional equipment and security at District facilities.

(SEAL)



Attorney for the District

A handwritten signature in black ink, written over a horizontal line. The signature is cursive and appears to read "Lynne H. Jones".