

**FORT BEND COUNTY MUNICIPAL UTILITY DISTRICT NO. 37**

**MINUTES OF MEETING OF BOARD OF DIRECTORS**

**FEBRUARY 19, 2025**

The Board of Directors (the "Board" or the "Directors") of Fort Bend County Municipal Utility District No. 37 (the "District") met in regular session at 7:00 p.m., at 1301 Misty Bend, Katy, Texas 77494 on **Wednesday, February 19, 2025**, pursuant to notice of said meeting posted in accordance with Chapter 551 of the Texas Government Code. The roll was called, the members of the Board, to-wit:

Greg Murray	President
Stephen Berckenhoff	Vice President
Jeff Gilliland	Secretary
Larry W. Davis	Assistant Secretary
Kenneth L. Comeaux	Treasurer

All members of the Board were present, with the exception of Director Murray, thus constituting a quorum. Also attending were Kim Shelnett of Myrtle Cruz, Inc. (the "Bookkeeper" or "MCI"), bookkeeper for the District; Lucian Landreville of Equi-Tax, Inc. (the "Tax Assessor/Collector" or "Equi-Tax"), tax assessor/collector for the District; Randy Davila of Inframark (the "Operator" or "Inframark"), operator for the District; Jon Strange of JNS Engineers LLC (the "Engineer" or "JNS") engineer for the District; Joseph "Will" Petrov of Johnson Petrov LLP (the "Attorney" or "JP"), attorneys for the District; Erik Scott with Storm Water Solutions.

The President, after finding that the notice of the meeting was posted as required by law and determining that a quorum of the Board was present, called the meeting to order and declared it open for such business as may regularly come before it.

1. Public Comment. None
2. Approval of Minutes. The Board next considered approval of the regular meeting minutes of January 15, 2025, which was previously distributed to the Board.

Upon motion by Director Gilliland, seconded by Director Comeaux, after full discussion and with all Directors present voting aye, the Board approved the regular meeting minutes of January 15, 2025.

3. Storm Water Solutions Report. Mr. Scott presented and reviewed the February report with the Board and responded to questions. No action was taken at this time. A copy of which is attached hereto as Exhibit "A".

4. Bookkeeper's Report and Investment Report. Ms. Shelnett previously distributed the Bookkeeper's Report and Investment Report, copies of which are attached hereto as Exhibit "B". Ms. Shelnett reviewed the written report and responded to questions. Discussion ensued.

Upon motion by Director Gilliland, seconded by Director Comeaux, after full discussion and with all Directors present voting aye, the Board approved the Bookkeeper's Report and Investment Report, as presented and authorized payment of checks from the Operating Account.

5. Tax Assessor/Collector Report. The Tax Assessor/Collector's Report was presented by Mr. Landreville, a copy of which is attached hereto as Exhibit "C".

a. Mr. Landreville reviewed with the Board the Tax Assessor/Collector's Report. Mr. Landreville also responded to questions from the Board. He reported that 78.8% of the 2024 taxes and 99.6% of the 2024 taxes had been collected as of January 31, 2025.

b. Mr. Landreville presented check nos. 2505 through 2510 for the Board's approval.

c. Delinquent Tax Collection Report, prepared by The Thornhill Law Firm, P.C., a copy of which is attached hereto as Exhibit "C-1." The Board reviewed the report. No action was needed at this time.

d. Order Determining Ad Valorem Tax Exemptions. Mr. Petrov presented and reviewed with the Board the Order Determining Ad Valorem Tax Exemptions, a copy of which is attached hereto as Exhibit "C-2". Mr. Petrov reminded the Board of the current tax exemptions, including homestead exemptions, exemptions for residents 65 years of age and older, and exemptions for disabled residents. In previous years, the Board granted a homestead exemption of 20% of the appraised value or \$5,000, whichever is greater; a \$10,000 exemption for disabled persons and for persons 65 years of age or older; an exemption for travel trailers with certain size restrictions; and exemptions for certain real and personal property owned by qualified charitable organizations.

Upon motion by Director Comeaux, seconded by Director Gilliland, after full discussion and with all Directors present voting aye, the Board approved the Order Determining Ad Valorem Tax Exemptions.

e. Resolution Authorizing Petition Challenging Appraisal Records. Mr. Petrov presented and reviewed with the Board the Resolution Authorizing Petition Challenging Appraisal Records for the Tax Assessor/Collector to represent the District in filing a protest with the Fort Bend Central Appraisal District ("FBCAD"), a copy of which is attached as Exhibit "C-3". Mr. Petrov stated that this allows Equi-Tax to represent the District in matters before FBCAD.

Upon motion by Director Gilliland, seconded by Director Comeaux, after full discussion and with all Directors present voting aye, the Board the Resolution Authorizing Petition Challenging Appraisal Records.

f. Resolution Implementing Penalty on 2024 Delinquent Taxes and Contracting with Attorneys to Collect Delinquent Taxes. Mr. Petrov presented and reviewed with the Board the Resolution Implementing Penalty on 2024 Delinquent Taxes and Contracting with Attorneys to Collect Delinquent Taxes, a copy of which is attached as Exhibit "C-4".

Upon motion by Director Gilliland, seconded by Director Comeaux, after full discussion and with all Directors present voting aye, the Board approved the Resolution Implementing Penalty on 2024 Delinquent Taxes and Contracting with Attorneys to Collect Delinquent Taxes.

Upon motion by Director Gilliland, seconded by Director Comeaux, after full discussion and with all Directors present voting aye, the Board 1) approved the Tax Assessor/Collector's Report, as presented; and 2) authorized payment of check nos. 2505 through 2510 from the Tax Account.

6. Operations Report. Mr. Davila presented the Operations Report, a copy of which is attached hereto as Exhibit "D".

Mr. Davila next reviewed the current operations in the District with the Board and answered questions. Mr. Davila reported were no excursions for the month of January.

Mr. Davila also reported eight (8) delinquent accounts scheduled for termination due to non-payment of water and sewer bills and two (2) accounts sent to collections. No members of the public wished to comment on termination of water for non-payment of the water and sewer bills. The Board reviewed the customer request for a payment plan for their water bill. Discussion ensued.

Mr. Davila presented a request for payment plan from a resident. Discussion ensued.

Upon motion by Director Gilliland, seconded by Director Comeaux, after full discussion and with all Directors present voting aye, the Board approved a customer payment plan of three (3) month's.

Upon motion by Director Gilliland, seconded by Director Comeaux, after full discussion and with all Directors present voting aye, the Board (i) authorized the termination of service to eight (8) delinquent accounts, pursuant to the District's Rate Order; (ii) approved the Operations Report.

7. Engineer's Report. The Board reviewed the Engineer's Report, a copy of which is attached hereto as Exhibit "E".

a. Mr. Strange reviewed the Engineer's Report and responded to questions from the Board.

- b. Mr. Strange discussed the drainage Ditch with the Board. No action was taken at this time.
- c. Update on Engineering/Construction projects, if any. See Engineer's Report.
- d. Update and possible action on other projects within the District. See Engineer's Report.
- e. Update and Possible Action on the Mills Pointe Detention Pond. See Engineer's Report.
- f. TCEQ Storm Water Maintenance Plan and MS4 Requirements. Next, the Board discussed a storm water management plan and the MS4 requirement.

Upon motion by Director Gilliland, seconded by Director Comeaux, after full discussion and with all Directors present voting aye, the Board approved the report presented and authorized JNS to proceed with the Notice of Intent Application to the TCEQ for the MS4 permit and Storm Water Maintenance Plan.

Upon motion by Director Gilliland, seconded by Director Comeaux, after full discussion and with all Directors present voting aye, the Board approved the Engineer's Report.

8. City of Katy Emergency Services Monthly Stat Report. The Board reviewed the Stat Report, a copy of which is attached hereto as Exhibit "F". No action was taken.

9. Items for Future Agenda. Reserved.

**THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD,** the meeting was adjourned at 8:14 p.m.

**SIGNED, PASSED and APPROVED** this 19th day of March, 2025.



[DISTRICT SEAL]

Secretary, Board of Directors

**EXHIBITS:**

- A - Form Letter to State Representative
- B - Bookkeeper's Report
- C - Tax Assessor-Collector
- C-1- Delinquent Collection Tax Report
- C-2- Order Determining Ad Valorem Tax Exemptions
- C-3- Resolution Authorizing Petition Challenging Appraisal Records
- C-4- Resolution Implementing Penalty on 2024 Delinquent Taxes
- D - Operations Report
- E - Engineer's Report
- F - City of Katy Stat Report