

# BROOKSHIRE MUNICIPAL WATER DISTRICT

## NOTICE OF PUBLIC MEETING

Notice is hereby given pursuant to the Texas Government Code, Chapter 551, as amended, that the Board of Directors of Brookshire Municipal Water District (the "District") will hold a regular meeting on **Monday, August 16, 2021, at 6:00 p.m., at 4004 6<sup>th</sup> Street, Brookshire, Texas and via telephone conference call** pursuant to Texas Government Code, Section 551.125, as amended, and as modified by the temporary suspension of various provisions thereof effective March 16, 2020, by the Governor of Texas in accordance with the Texas Disaster Act of 1975, all as related to the Governor's proclamation on March 13, 2020, certifying that the COVID-19 pandemic poses an imminent threat of disaster and declaring a state of disaster for all counties in Texas. **The telephone conference call phone number is 713-955-6338 and the Conference ID is 2371225#.** All members of the public are welcome to attend the meeting or may participate in the meeting via telephone conference call, at which meeting the following items will be discussed:

1. Public Comments: (limited to 3 minutes per speaker and one speaker per issue);
2. Approve minutes of July 13, 2021 special meeting and July 19, 2021 regular meeting;
3. Financial Advisor's Report, including:
  - a. determine development status of District under Texas Water Code, Section 49.23603;
  - b. review proposed debt service tax rate calculations;
  - c. authorize publication of recommended tax rate; and
  - d. schedule date for regular/special meeting to set rate and levy tax for 2021;
4. Engage Auditor for Fiscal Year Ending ("FYE") August 31, 2021;
5. Review Capacity Report for 4824 Hubbard Road, and take any necessary actions on same;
6. Update on status of report on conversion of the District into a municipal utility district;
7. Update on smoke testing of District's sewer lines;
8. Adopt Order Adopting Budget for FYE August 31, 2022;
9. General Manager:
  - a. review and approve General Manager's Report;
  - b. review requests from customers related to high water usage; and
  - c. review and approve letter to landlords regarding non-compliance of tenants with District policies;
10. Review Administration/Personnel matters, including:
  - a. Review and approve General Manager's Report;
  - b. discuss license/certification incentives, and take any necessary actions on same; and
  - c. review Personnel Manual, and take any necessary actions on same;
11. Discuss Waste Water Control Policy and take any necessary actions on same;
12. Review compliance guidelines for the District's website, and take any necessary actions on same;
13. Review Rate Order policies related to backflow inspections and regulations related to the District's wastewater collection system, and take any necessary actions on same;
14. Attorney's Report, including:
  - a. review and adopt Order Establishing Computer Equipment Usage Policy;
  - b. review and adopt Order Establishing Records Management Program and Designating Records Management Officer; and
  - c. review Legislative Memorandum;

15. Approval of training, conferences, or committee meetings;
16. Schedule date for first (1<sup>st</sup>) regular Board meeting in September;
17. Directors' Reports, as necessary; and
18. Executive Session, as necessary:
  - a. as may be permitted pursuant to Subchapter D of the Texas Government Code to discuss matters relating to attorney-client privilege, potential litigation, security matters, personnel issues, and/or real estate matters, respectively;
  - b. reconvene in Open Session; and
  - c. vote on matters discussed in Executive Session, if any.

**EXECUTED** this   12   day of  AUGUST , 2021.

BROOKSHIRE MUNICIPAL WATER DISTRICT

By: 

Tonya J. Pierre, General Manager