

## MINUTES

### FORT BEND COUNTY LEVEE IMPROVEMENT DISTRICT NO. 2

June 4, 2018

The Board of Directors (the "Board") of Fort Bend County Levee Improvement District No. 2 (the "District"), met in regular session, open to the public, on the 4th day of June, 2018, at the William "Bill" Little Pump Station (aka Pump Station A), 4435 Greystone Way, Sugar Land, Texas, inside the boundaries of the District, and the roll was called of the members of the Board:

Andre D. McDonald	President
Bryan K. Chapline	Vice President
Glen R. Gill	Secretary

and all of said persons were present, thus constituting a quorum.

Also present for all or part of the meeting were Jorge Diaz of McLennan & Associates, LP; Michelle Guerrero of Bob Leared Interests, Inc.; Jason Klump of Stormwater Solutions, LP; Mike Stone and Phil Martin of Mike Stone Associates, Inc. ("MSAi"); Bob Hodge of Tech3 Business Systems, LLC; Mike Thelen and Tyler Werlein of LID Solutions, LLC; Anthea Moran of Masterson Advisors LLC; and David Oliver and Justine M. Cherne of Allen Boone Humphries Robinson LLP ("ABHR").

#### PUBLIC COMMENTS

Director McDonald opened the meeting to receive public comments. There being no public comments, Director McDonald closed the meeting to public comments.

#### CONSENT AGENDA:

Financial and Bookkeeping matters, including Payment of District's Bills; and Tax Assessment and Collections Matters, including Payment of Tax Bills.

Following review and discussion, Director Gill moved to approve the items included on the Consent Agenda. Director Chapline seconded the motion, which passed by unanimous vote. Copies of the bookkeeper's and tax assessor/collector's reports are included in the attached Board Book.

#### ADDITIONAL FINANCIAL AND BOOKKEEPING MATTERS

Mr. Diaz reviewed additional check no. 10727, from the District's General Fund, for payment of an invoice for reimbursement of Director Gill's conference expenses. Following review and discussion, Director Chapline moved to authorize execution of the additional check. Director Gill seconded the motion, which was approved by

unanimous vote.

Director McDonald discussed the Houston Geological Society conference addressing flooding in southeast Texas scheduled for June 6 and 7, 2018. Following discussion, Director Gill moved to authorize Director McDonald's attendance at the conference. Director Chapline seconded the motion, which was approved by unanimous vote.

#### ADDITIONAL TAX ASSESSMENT AND COLLECTION MATTERS

There were no additional tax assessment or collection matters.

#### PARAMETRIC INSURANCE COVERAGE AND DISASTER RELIEF PROGRAM

Mr. Stone and Mr. Martin reported on the status of Willis Towers Watson's ("WTW") development of parametric insurance coverage for the District. Discussion ensued regarding clarifying the proposed payout triggers for rainfall and water surface elevation in Brazos River at the Richmond gage station. Additional discussion ensued regarding the amount spent and anticipated to be spent on development of parametric insurance coverage and a disaster relief program. Following discussion, the Board requested that MSAi coordinate with Mr. Diaz on determining the total costs for inclusion in an amended District budget.

Mr. Oliver discussed a non-disclosure agreement between the District and WTW for a two-year period. Following review and discussion, Director Gill moved to authorize execution of the non-disclosure agreement, subject to attorney review. Director Chapline seconded the motion, which was approved by unanimous vote.

#### GENERAL MANAGER MATTERS

Mr. Stone and Mr. Martin reported on General Manager matters, including the status of current and future District Capital Improvement Plan projects. A copy of the General Manager's report is included in the attached Board Book.

Mr. Stone reported on public communication matters. He reported that the District's website designed by Off Cinco is live and an email notification of the new website will be sent to District residents who registered their contact information.

Mr. Martin stated a draft of the District's summer newsletter will be ready for the Board's review soon.

Mr. Stone and Mr. Martin reported on the First Colony Community Association's mowing concerns near Ditch A and discussed possible methods for addressing the concerns.

Mr. Stone reported that the District has been nominated for the Association of

## State Dam Safety Officials' 2018 Regional Award of Merit.

Mr. Stone reported that he is working with Freese and Nichols, Inc. ("FNI") to develop a presentation for the opening session of the Texas Flood Management Association's 2018 Fall Technical Summit scheduled August 28 - 31, 2018.

Mr. Stone reported that pre-construction meetings are scheduled June 6, 2018, with Lecon, Inc. for the District's pilot project to install articulated concrete block material on top of a portion of the District's west levee and project to construct overflow parking at the pump station and an additional levee access point near US Highway 59 and with Texas Wall Systems LLC dba Texas Wall and Landscape LLC for the District's project to rehabilitate Ditches B, B-1, C, C-1, and E, including access driveway locations.

Mr. Stone and Mr. Martin reported on the status of AECOM's preparation of a Preliminary Engineering Report to include a series of alternatives and preliminary design for the District's proposed third storm water pump station. Mr. Stone discussed AECOM's evaluation of the site and the need for right-of-way acquisition for construction and permanent access to the site. Following review and discussion, the Board authorized Mr. Stone to hold meetings with impacted property owners as discussed.

Mr. Martin recommended approval of AECOM's Task Order 1A for additional hydrologic/hydraulic advanced computer modeling for pump station design in an amount not exceed \$34,900.00. A copy of the task order is included in the attached Board Book. Following review and discussion, Director Chapline moved to approve AECOM's Task Order 1A. Director Gill seconded the motion, which was approved by unanimous vote.

Mr. Stone reported on the status of Hatch Associates Consultants, Inc.'s preparation of plans and specifications for the pump replacement project at Pump Station F. He stated that the design team is completing an evaluation of pump options, including a change from submersible to vertical turbine, before finalizing the design.

Mr. Martin and Mr. Stone gave a presentation summarizing options and costs for flood monitoring systems, including participation in the Harris County Flood Warning System ("HCFWS"). A copy of the presentation is included in the attached Board Book. In response to Board members' questions, Mr. Hodge discussed the benefits and risks of wireless internet access capability during emergency operations. Mr. Stone recommended participating in the HCFWS and installing the ExacqVision Cameras.

Mr. Martin reviewed an Interlocal Agreement for Installation and Maintenance of Seven (7) Gauge Stations with the City of Sugar Land to participate in the HCFWS, a copy of which is included in the attached Board Book. He reported that the agreement includes installation for a pass-through cost of \$2,800.00 per station in the total amount of \$19,600.00 and ongoing maintenance and repair for \$1,000.00 per site per year for all

labor and materials. Following review and discussion, Director Chapline moved to authorize execution of the interlocal agreement. Director Gill seconded the motion, which was approved by unanimous vote.

The Board reviewed resumes from the following engineering services companies: Halff Associates, Inc., FNI, and LJA Engineering, Inc. Discussion ensued regarding a proposed transition process for District engineering services and the Board's expectations. Following review and discussion, Director Gill moved to authorize MSAi and ABHR to negotiate a scope of work and a contract with LJA Engineering, Inc. for District engineering services and develop a plan of transition for the District's engineering services. Director Chapline seconded the motion, which was approved by unanimous vote.

Mr. Martin reported on District operation and maintenance activities, including the status of work orders, and responded to Board members' questions. He discussed proposed specifications for a high water emergency vehicle. Following discussion, the Board concurred that the vehicle should be painted and requested additional information related to a lift gate.

#### DISTRICT FINANCE PLAN

The Board discussed developing a District Finance Plan for the District's future capital improvement projects and determining a proposed bond election date. An updated capital improvement plan and cash flow curve are included in the attached Board Book. Mr. Oliver discussed procedures and timing considerations for a proposed bond election.

#### OPERATION OF DISTRICT FACILITIES

Mr. Thelen reviewed the operator's report, a copy of which is included in the attached Board Book. He discussed routine operating, maintenance, repair, and inspection matters, and activities occurring within the District's right-of-way, including a load bank test scheduled for June 5, 2018.

#### CONFERENCES AND LEGISLATIVE MATTERS

The Board reviewed a calendar of upcoming conferences and discussed legislative and regulatory development matters related to federal levee, floodplain management, and flood insurance matters with potential significant impacts on Fort Bend County levees.

Directors Gill and McDonald reported on the National Association of Flood and Stormwater Management Agencies Flood Risk Resiliency Roundtable.

The Board discussed purchasing shirts with the District's logo for the Directors to wear at conferences and events. Following discussion, the Board authorized MSAi to

obtain proposals for the shirts for review.

The Board discussed sponsorships and costs for the District's dedication event held for the Michael "Mike" Thelen Pump Station.

MEETING SCHEDULE

The Board confirmed its regular meeting scheduled at 8:30 a.m. on July 18, 2018, at the Sugar Land Marriott Town Square in the Burning Pear Restaurant.

CONVENE IN EXECUTIVE SESSION

The Board did not convene in executive session.

There being no further business to come before the Board, the meeting was adjourned.

  
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Secretary, Board of Directors

(SEAL)



LIST OF ATTACHMENTS TO MINUTES

Minutes  
Page

Board Book.....1