

MINUTES
FORT BEND COUNTY LEVEE IMPROVEMENT DISTRICT NO. 11

February 4, 2019

The Board of Directors (the "Board") of Fort Bend County Levee Improvement District No. 11 (the "District") met in regular session, open to the public, on the 4th day of February, 2019, inside the boundaries of the District, at the Greatwood Community Association Building, Sugar Land, Texas, and the roll was called of the members of the Board:

Justin Ring	President
Roberta Terrell	Vice President/ Assistant Secretary
Michael D. Rozell	Secretary/ Assistant Vice President

and all of the above were present, thus constituting a quorum.

Also present at the meeting were Bob Grant, resident of the District; Kelly Jurecek of Tax Tech, Inc.; Christina Perry of Myrtle Cruz, Inc. ("MC"); Jeff Perry and Ross Autrey of Levee Management Services, LLC ("LMS"); Craig Kalkomey of LJA Engineering, Inc.; Justin Klump of Storm Water Solutions, LP ("SWS"); Steve Bonjonia of PAS Property Acquisition Services, LLC, the District's right-of-way acquisition agent; and Lynne Humphries and Justine M. Cherne of Allen Boone Humphries Robinson LLP.

MINUTES

The Board considered approving the minutes of the January 7, 2019, regular meeting, which were provided in advance of the meeting. Following review and discussion, Director Rozell moved to approve the January 7, 2019, minutes, as submitted. Director Terrell seconded the motion, which was approved by unanimous vote.

COMMENTS AND QUESTIONS FROM THE PUBLIC

There were no members of the public who wished to address the Board.

TAX ASSESSMENT AND COLLECTION MATTERS

Ms. Jurecek distributed and reviewed the tax assessor/collector's report, a copy of which is attached. She reported the District's 2018 taxes are currently 91.67% collected. Following review and discussion, Director Terrell moved to approve the tax assessor/collector's report and payment of the tax bills. Director Rozell seconded the motion, which passed unanimously.

RESOLUTION CONCERNING EXEMPTIONS FROM TAXATION

Ms. Humphries reviewed a Resolution Concerning Exemptions from Taxation. After review and discussion, Director Rozell moved to adopt a Resolution

Concerning Exemptions from Taxation, reflecting that the Board of Directors rejects a general residential homestead exemption, rejects any exemption of travel trailers from ad valorem taxation, and grants a \$40,000 exemption for persons over 65 years of age and for disabled persons, and direct that the Resolution be filed appropriately and retained in the District's official records. Director Terrell seconded the motion, which passed by unanimous vote. The Board authorized the District's delinquent tax attorney to proceed with the collection of delinquent taxes on commercial property within the District as of April 1, 2019.

DISCUSS ASSOCIATION OF WATER BOARD DIRECTORS ("AWBD") WINTER CONFERENCE, APPROVE REIMBURSEMENT OF ELIGIBLE EXPENSES, AND AUTHORIZE ATTENDANCE AT SUMMER CONFERENCE

The Board discussed payment of per diems and expenses for director attendance at the winter Association of Water Board Directors conference. After discussion, Director Rozell moved to approve reimbursement to directors for attendance at the winter AWBD conference, which the bookkeeper confirmed were in accordance with the District's Travel Reimbursement Guidelines, and authorize attendance by all interested directors at the summer AWBD conference, in Fort Worth, Texas, June 13-16, 2019. Director Terrell seconded the motion, which passed unanimously.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Perry distributed and reviewed the bookkeeper's report, including the monthly budget comparison and a list of checks presented for approval. A copy of the bookkeeper's report is attached. Following review and discussion, Director Rozell moved to approve the bookkeeper's report and authorize payment of the bills listed therein. Director Terrell seconded the motion, which passed unanimously.

Discussion ensued regarding billing of Fort Bend County Municipal Utility District No. 116 ("MUD 116") for its share of levee and facilities mowing and maintenance. Ms. Perry stated she will look into the matter to ensure MUD 116 has been billed per the cost sharing agreement and report back to the Board next month.

LEVEE AND DITCH MOWING

There was no discussion regarding this matter.

OPERATION OF DISTRICT FACILITIES

Mr. Perry distributed and reviewed the operator's report, including maintenance and repair items completed by LMS during the previous month. A copy of the report is attached.

Mr. Perry updated the Board regarding Brazos River levels.

Mr. Perry reported LMS tested the pumps and replaced the transfer switch at pump station no. 1 and everything functioned as designed.

Mr. Perry reported that pump no. 3 at pump station no. 2 is still out for repairs but the District has full pumping capacity. He stated he expects the pump repair to be complete next month. Mr. Perry stated the block heater was replaced on generator no. 2.

Mr. Perry reported on a minor erosion at the main channel ditch bottom and stated that it will be repaired as weather allows.

Mr. Perry updated the Board regarding the installation of security cameras and noted he will bring additional information next month.

Ms. Humphries reviewed an email from the Greatwood Community Association ("GCA") requesting the District reimburse the GCA in the amount of \$2,500 for fence painting. A copy of the email is filed in the District's official records. She stated the GCA made the request after the GCA's contractor inadvertently painted part of the District's fence while painting the GCA's fence. Discussion ensued and the Board requested Mr. Perry survey the area and send photos to the Board to review the work completed by the GCA's contractor.

Following review and discussion, Director Rozell moved to approve the operator's report. Director Terrell seconded the motion, which passed unanimously.

ENGINEERING MATTERS

Mr. Kalkomey presented and reviewed the engineer's report, a copy of which is attached.

Mr. Kalkomey distributed and reviewed an updated Capital Improvement Plan, a copy of which is attached.

Mr. Kalkomey updated the Board regarding the detention pond capacity and levee improvement project and stated the right-of-way agent will update the Board on land acquisition.

Mr. Kalkomey updated the Board regarding the installation of backup sluice gates at pump station no. 1 and pump station no. 2 and stated no new pay estimates have been submitted by NBG Constructors, Inc.

Mr. Kalkomey updated the Board regarding the design of the pump station at Forest Green and noted LJA is addressing agency comments.

Mr. Kalkomey reported he is coordinating with the Fort Bend County Office of Emergency Management and the City of Sugar Land on the zone map for potential evacuation during storms to ensure they have this modeled information to consider in any evacuation orders.

Mr. Bonjonia updated the Board regarding the acquisition of property for the levee improvement project. He stated the City of Sugar Land is determining if the City can donate its property to the District for the project. Mr. Bonjonia stated is also coordinating with the Texas Department of Parks and Recreation regarding its parcel. He stated the final parcel is part of the Booth tract, of which Wells Fargo is a Trustee. Mr. Bonjonia stated the District will likely need an appraisal and may need to condemn the property. After discussion, the Board directed ABHR to request a proposal from Hunton Andrews Kurth LLP to proceed with the condemnation of the property.

After review and discussion, Director Terrell moved to approve the engineer's report. Director Rozell seconded the motion, which passed unanimously.

MS4 STORM WATER MANAGEMENT PLAN

Mr. Klump updated the Board on the District's Storm Water Management Plan ("SWMP"). He distributed and reviewed the Year 5 annual report for the SWMP and a summary of the Texas Commission on Environmental Quality ("TCEQ's") permit renewal process for the Texas Pollutant Discharge Elimination System General Permit no. TXR040000, Small MS4 (Phase II) General Permit, copies of which are attached.

Mr. Klump began his training session with the Board and consultants. He explained that the time between December 31, 2018, and the adoption date of the new permit, January 24, 2019, will be included in the Year 1 annual report for the new permit term. He continued his training by outlining the schedule of events for obtaining permit coverage under the new permit. He stated that the District will have 180 days from January 24, 2019, to obtain permit coverage. Permit coverage will include preparation of a new Stormwater Management Program (SWMP) and submittal of a Notice of Intent (NOI) to the TCEQ. A public meeting will be held as necessary based on significant public interest generated by public comments. Mr. Klump further explained that once permit coverage is achieved, the District will execute the program elements of Year 1 as outlined in the District's new SWMP during the fourth quarter of 2019.

Following review and discussion, Director Terrell moved to approve the Year 5 annual SWMP report. Director Rozell seconded the motion, which carried unanimously.

WEBSITE MATTERS

Ms. Humphries passed out a presentation from Fort Bend County Levee Improvement District No. 7 regarding its upcoming and current projects. She stated the District received an email from a resident requesting a similar presentation from the District. Discussion ensued and it was noted information regarding all of the District's projects and improvements is posted on the District's website. Director Ring stated he will also attend the annual GCA meeting to update residents regarding District projects.

ATTORNEY'S REPORT

There was no discussion regarding this item.

RENEWAL OF DISTRICT'S INSURANCE POLICIES

The Board concurred to defer this item pending proposal receipt.

DISCUSS NATIONAL ASSOCIATION OF FLOOD AND STORMWATER MANAGEMENT AGENCIES CONFERENCE, ASSOCIATION OF WATER BOARD DIRECTORS ("AWBD") MATTERS, FEDERAL FLOOD INSURANCE AND STATE LEGISLATION, PERIMETER LEVEE MAINTENANCE, AND FORT BEND FLOODPLAIN MANAGEMENT ASSOCIATION

The Board discussed the upcoming Association of Water Board Directors Winter Conference to be held January 25 and 26, 2019 in Austin, Texas.

The Board discussed the upcoming National Association of Flood and Stormwater Management Agencies Summer Conference ("NAFSMA") to be held August 19, 2019 through August 22, 2019 in Rancho Palos Verdes, California.

Ms. Humphries discussed additional upcoming continuing education opportunities.

REPORTS FROM DIRECTORS AND CONSULTANTS

There was no discussion regarding this matter.

CONVENE IN EXECUTIVE SESSION

The Board did not convene in executive session.

RECONVENE IN OPEN SESSION

The Board did not convene in executive session.

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



Yvonne D. Kozell
Secretary, Board of Directors

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