

MINUTES
FORT BEND COUNTY LEVEE IMPROVEMENT DISTRICT NO. 11

July 3, 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 3rd day of July, 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"); Michael Rusk of LJA Engineering, Inc.; Pat Hughes of the City of Sugar Land ("City"); Pat Naff of CDC Unlimited, LLC ("CDC"); Steve Bonjonia of PAS Property Acquisition Services, LLC ("PSA"); and Whitney Higgins and Nikole Cales of Allen Boone Humphries Robinson LLP.

MINUTES

The Board considered approving the minutes of the June 5, 2019, regular meeting, which were provided in advance of the meeting. Following review and discussion, Director Rozell moved to approve the June 5, 2019, minutes, as submitted. Director Ring 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 99.08% collected. Following review and discussion, Director Rozell moved to approve the tax assessor/collector's report and payment of the tax bills. Director Ring seconded the motion, which passed unanimously.

DISCUSS ASSOCIATION OF WATER BOARD DIRECTORS ("AWBD") SUMMER CONFERENCE AND AUTHORIZE ATTENDANCE AT WINTER CONFERENCE

The Board discussed the summer AWBD conference. Ms. Perry confirmed expenses were submitted in accordance with the District's Travel Reimbursement Guidelines. After review and discussion, Director Rozell moved to (1) approve reimbursement of eligible expenses from the summer AWBD conference; and (2) authorize any interested directors to attend the winter AWBD conference in Dallas, Texas, January 17, 2020 through January 19, 2020. Director Ring 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.

Ms. Perry presented and reviewed a draft budget for the fiscal year ending September 30, 2020, a copy of which is attached to the bookkeeper's report. The Board concurred to defer adoption of the 2020 fiscal year budget. In response to questions from the Board, Ms. Perry stated the District's funds are in various Certificates of Deposit to ensure the funds are diversified and remain under the Federal Deposit Insurance Corporation's insured limits.

Following review and discussion, Director Rozell moved to approve the bookkeeper's report and authorize payment of the bills listed therein. Director Ring seconded the motion, which passed unanimously.

LEVEE AND DITCH MOWING

Mr. Naff updated the Board regarding levee mowing and maintenance.

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 stated the security cameras and lighting for the pump stations have been ordered.

Mr. Perry discussed costs incurred for operations, engineering and legal during recent high water and emergency events. He stated based on historical data, he recommends allocating \$45,000 annually for emergency events.

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

ENGINEERING MATTERS

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

Mr. Rusk stated there are no updates to the Capital Improvement Plan.

Mr. Rusk updated the Board regarding the detention pond expansion and levee raising improvement project and stated advertisement for the project is pending land acquisition.

Mr. Rusk updated the Board regarding the installation of backup sluice gates at pump station no. 1 and pump station no. 2 and recommended approval of Pay Estimate No. 7 in the amount of \$240,300 submitted by NBG Constructors, Inc. He updated the Board regarding the gate that arrived damaged and stated a rejection letter has been sent to the contractor. Mr. Rusk stated he is scheduling the installation of the remaining undamaged gates. He noted the sluice gates are a backup system and will not impact the District's current ability to address drainage and flood fighting.

Mr. Rusk stated he received four bids for the Forest Green pump station, all of which were substantially higher than expected and noted he is coordinating with the contractors regarding the bids. He stated he does not recommend awarding the contract at this time and will present additional information to the Board next month. After discussion, the Board authorized the District's engineer to proceed with advertisement of the project, pending plan approval and acquisition of the necessary property.

The Board concurred to schedule a capital projects workshop on July 10, 2019 at 5:00 p.m. at the Greatwood Recreation Center.

Mr. Bonjonia updated the Board regarding the condemnation and acquisition of necessary property for the levee expansion project. He stated the Booth tract owners have agreed to convey the property to the District. Mr. Bonjonia stated the Texas Department of Parks and Wildlife has chosen to convey its property to the City of Sugar Land, which will then require the District to proceed with a condemnation and acquire the property in fee.

After review and discussion, Director Rozell moved to: (1) approve the engineer's report; (2) Pay Estimate No. 7 in the amount of \$240,300 submitted by NBG Constructors, Inc. for the sluice gate installation project; and (3) authorize the District's Right-of-Way agent, condemnation attorney and ABHR to prepare documents and proceed as necessary to file and move forward with condemnation of property necessary for the levee raising project. Director Terrell seconded the motion, which passed unanimously.

MS4 STORM WATER MANAGEMENT PLAN

There was no discussion regarding this matter.

WEBSITE MATTERS

Director Ring discussed a contract amendment to Off Cinco's agreement to include 500 additional text messaging for \$50 per month. He stated during the recent event, the District exceeded the allotted text amount. After review and discussion, Director Terrell moved to approve an amendment to the District's agreement with Off Cinco to increase the number of text messages in the District's plan. Director Rozell seconded the motion, which passed unanimously.

ATTORNEY'S REPORT

There was no discussion regarding this matter.

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

Director Rozell reported he was elected to the Board of Directors of AWBD.

REPORTS FROM DIRECTORS AND CONSULTANTS

The Board concurred to meet at 8:00 a.m. on August 7, 2019, the District's regularly scheduled meeting time and date.

CONVENE IN EXECUTIVE SESSION PURSUANT TO SECTION 551.076, TEXAS GOVERNMENT CODE, TO DELIBERATE THE DEPLOYMENT, OR SPECIFIC OCCASIONS FOR IMPLEMENTATION OF SECURITY PERSONNEL OR DEVICES, OR A SECURITY AUDIT

The Board did not convene in executive session for this item.

RECONVENE IN OPEN SESSION AND AUTHORIZE APPROPRIATE ACTION REGARDING DEPLOYMENT, OR SPECIFIC OCCASIONS FOR IMPLEMENTATION OF SECURITY PERSONNEL OR DEVICES

The Board did not convene in executive session for this item.

CONVENE IN EXECUTIVE SESSION PURSUANT TO SECTION 551.072, TEXAS GOVERNMENT CODE, TO DELIBERATE THE PURCHASE, EXCHANGE, LEASE, OR VALUE OF REAL PROPERTY, AND DISCUSS CONDEMNATION OF PROPERTY FOR LEVEE RAISING PROJECT

The Board did not convene in executive session.

RECONVENE IN OPEN SESSION AND AUTHORIZE APPROPRIATE ACTION REGARDING THE PURCHASE, EXCHANGE, LEASE, OR VALUE OF REAL PROPERTY, INCLUDING AUTHORIZATION PROCEEDING WITH CONDEMNATION OF PROPERTY FOR LEVEE RAISING PROJECT

The Board did not convene in executive session.

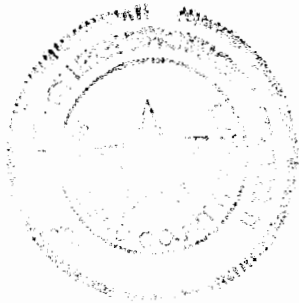
CONVENE IN EXECUTIVE SESSION PURSUANT TO SECTION 551.071, TEXAS GOVERNMENT CODE, TO CONDUCT A PRIVATE CONSULTATION WITH ATTORNEY TO DISCUSS PENDING OR CONTEMPLATED LITIGATION, OR A SETTLEMENT OFFER RELATED TO DAMAGED SLUICE GATES

The Board did not convene in executive session.

RECONVENE IN OPEN SESSION AND AUTHORIZE APPROPRIATE ACTION REGARDING PENDING OR CONTEMPLATED LITIGATION, OR A SETTLEMENT OFFER RELATED TO DAMAGED SLUICE GATES

The Board did not convene in executive session.

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



Mike D. Kozell
Secretary, Board of Directors

LIST OF ATTACHMENTS TO MINUTES

	Page <u>No.</u>
Tax assessor/collector's report	1
Bookkeeper's report.....	2
Operator's report.....	2
Engineer's report.....	3
Capital Improvement Plan	3