

**MINUTES OF REGULAR MEETING
FORT BEND COUNTY W.C. & I.D. NO. 2
FORT BEND AND HARRIS COUNTIES, TEXAS**

February 28, 2024

The Board of Directors of Fort Bend County Water Control & Improvement District No. 2 of Fort Bend and Harris Counties, Texas, met in regular session, open to the public, on the 28th day of February 2024, at 6:30 pm, at the District Office, 2331 South Main, Stafford, Texas, within the boundaries of the District, and the roll was called of the duly constituted members of the Board, to-wit:

John K. Rose	President
Jody Court	Vice President
Linda Walker	Secretary
Harvey Koudelka	Assistant Secretary
Linda Burks	Assistant Secretary

And all of said persons were present thus, except Assistant Secretary Koudelka constituting a quorum.

Also, Mr. Harry Thompson, Ms. Kim Cannon, with Allen Boone Humphries Robinson, LLP, Mr. Drew Crow with Quiddity, Ms. Leslie Cook and Mr. Larry Liu with RBC Capital Markets, Mr. Owen Matherne, Jason Kirby, Ray Casal and Robbie Ginsel.

1. Call meeting to order;

President Rose: Called the meeting to order at 6:30pm.

2. Pledge of Allegiance to the Flag of our Country and State.

All: Cited the Pledge of Allegiance to the Flag of our Country and State.

3. Audience comments. Comments from the audience (for matters not on the agenda). This provides an opportunity to comment on non-agenda items in advance of the regular business of the Board of Directors. Comments shall be limited to three (3) minutes per person. By state law, comments by the President or Board members on any item not on the agenda shall be limited to;

- a. Statement of specific factual information given in response to any inquiry;
- b. A recitation of existing policy in response to any inquiry;
- c. A proposal to place the subject on the agenda for a future meeting;

President Rose: Stated no audience comments.

4. 2024 Directors Election, including

- a. Accept Certificate Declaring Unopposed Status of Candidates for election to the Board of Directors;
- b. Adopt Order Cancelling Election and Declaring Unopposed Candidates Elected to Office; and
- c. Authorize cancellation of county (Fort Bend) contract for election services.

Mr. Harry Thompson with ABHR: Informed the Board three members of the Board were up for election, Mr. John Rose, Mr. Jody Court, and Mr. Harvey Koudelka, these candidates were unopposed so therefore the Board is requested to accept the Certificate Declaring Unopposed Status of Candidates for election to the Board of Directors; Adopt Order Cancelling Election and Declaring Unopposed Candidates Elected to Office and authorize cancellation of Fort Bend County contract for election services. After discussion; **Vice President made a motion to accept the Certificate Declaring Unopposed Status of Candidates for**

election to the Board of Directors; adopt Order Cancelling Election and Declaring Unopposed Candidates Elected to Office and authorize cancellation of Fort Bend County contract for election services; Seconded by; Secretary Walker; Favor: 4 to 0.

5. Approve Board meeting minutes of February 14, 2024;

Vice President Court made a motion to approve the Board meeting minutes of February 14, 2024; Seconded by; Secretary Walker; Favor: 4 to 0.

6. Adopt Amended Rate Order;

Mr. Harry Thomspson with ABHR: Reviewed the Rate Order with the Board, the changes include the garbage rates with Green For Life, the amendments are made to the exhibits for the Rate Order which will be updated to reflect these price changes. After discussion; **Vice President Court made a motion to approve the Amended Rate Order as presented; Seconded by; Assistant Secretary Burks; Favor: 4 to 0.**

7. Discuss future bond schedule for Capital Improvement Projects and authorize any necessary action;

District Engineer: Reviewed and discussed the future bond schedule for Capital Improvement Projects with the Board. **Ms. Leslie Cook with RBC Capital Markets:** Informed the Board there will be two bonds sold in the year 2024, Bond 2024A and Bond 2024B, these bonds would not raise the sales tax in the District. Information only, no action needed.

8. Engineer's Report, including status of the following District projects and authorize any necessary action;

a. Bond Application Report No. 25;

District Engineer: Stated the Bond Application Report (BAR) would be a District only application and eligible for 45-day review by the Texas Commission on Environmental Quality (TCEQ). The projects included are all projects previously included in BAR 24. Based on an approximately 198-day schedule for preparation, submission and approvals anticipated bond sale would be near September 2024 if approved to commence. After discussion; **Vice President Court made a motion to authorize consulting engineer to prepare Bond Application Report No. 25; Seconded by; President Rose; Favor: 4 to 0.**

b. Miscellaneous development/repair and improvement projects

District Engineer: Stated no action needed.

c. General Engineering, development plats, consent to encroach agreements, easements, facilities, annexations, and development issues.

District Engineer: Stated no action needed.

9. Review and discuss Financial Statement for January 2024 and authorize any necessary action;

General Manager: Reviewed and discussed the Financial Statement for January 2024 with the Board. Information only no action needed.

10. Approve District expenditures;

Vice President Court made a motion to approve the District expenditures; Seconded by; Secretary Walker; Favor: 4 to 0.

11. Discuss CPS HR Consulting's Human Resources Support Services and authorize any necessary action;

General Manager: Reviewed the proposal from CPS HR Consulting's Human Resources Support Services with the Board. CPS HR proposes a time and materials pricing model from contract execution through the end of the District's fiscal year on September 30, 2024, with a not-to-exceed of \$40,000.0 which covers approximately 320 total project team hours averaging up to 10 project team hours per week. CPS HR will invoice the District on a monthly basis for hours actually expended. If onsite time is requested by the District, travel time will be billed at 50% of the hourly rate and travel expenses such as air, hotel, per diem, mileage or parking will be billed at the standard IRS rates. **General Manager:** Reviewed the current entities that work with CPS HR Consulting's Human Resources Support Services. After discussion; **Vice President Court made a motion to approve the proposal with CPS HR Consulting's Human Resources Support Services and engage their services while pursuing to hire a person to fill the in-house position of Human Resources; Seconded by; President Rose; Favor: 3 to 1.**

12. District operations, including but not limited to; Administrative, Field Service, Wastewater and Surface Water Treatment facilities and authorize any necessary action;

General Manager:

Informed the Board the sed basin at the Surface Water Treatment Plant has been cleaned and inspected all is good and the plant is back online.

General Manager:

Reviewed the H2S report with the Board.

13. Executive Session;

President Rose: Convened into Executive Session to discuss personnel matters at 7:31 p.m.

14. Open Session;

President Rose: Convened into Open Session. Not motion needed for Executive Session

15. Future agenda items;

President Rose: Stated any future agenda items to contact the General Manager, Robbie Ginsel, or himself.

16. Adjourn.

Vice President court made a motion to adjourn; Seconded by; Secretary Walker: Favor: 4 to 0.


John K. Rose – President


Linda Walker – Secretary

Linda Burks – Assistant Secretary

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