

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

May 22, 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 22nd day of May 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 the said persons were present except, constituting a quorum.

Also present were Mrs. Linda Koudelka, Mr. Drew Crow with Quiddity, Mr. Harry Thompson, Ms. Kim Cannon and Ms. Carli Trojcak with Allen Boone Humphries Robinson, LLP, Ms. Leslie Cook with RBC Capital Markets, Owen Matherne, Jason Kirby, Ray Casal, Veronica Estrada, Amanda Boyd, Mark Woodward, and Robbie Ginsel.

1. Call meeting to order;

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

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. Approve Board meeting minutes of May 8, 2024;

Vice President Court made a motion to approve the Board meeting minutes of May 8, 2024; Seconded by; Secretary Walker; Favor: 5 to 0.

5. 2024 Directors Election, including:

- a. approve and distribute Certificates of Election; and
- b. approve Director's Sworn Statements and Oaths of Office.

Mr. Harry Thompson with ABHR: Reviewed the Certificates of Election with the Board, after discussion Secretary Walker made a motion to approve and distribute Certificates of Election; Seconded by; Assistant Secretary Burks; Favor: 5 to 0. **Mr. Harry Thompson with ABHR:** Conducted the swearing-in ceremony for Mr. John Rose, Mr. Jody Court, and Mr. Koudelka.

6. Reorganize Board and elect officers;

Mr. Harry Thompson with ABHR: Stated the current officers are as follows; Mr. John Rose, President, Mr. Jody Court. Vice President, Mrs. Linda Walker, Secretary, Mrs. Linda Burks, Assistant Secretary and Mr. Harvey Koudelka, Assistant Secretary. **President Rose:** Stated no changes to the elected officers.

7. Authorize filing of District Registration Form with Texas Commission on Environmental Quality;

Mr. Harry Thompson with ABHR: Reviewed the District Registration Form with the Board. After discussion, **President Rose made a motion to authorize filing of District Registration Form with the Texas Commission on Environmental Quality; Seconded by; Vice President Court; Favor: 5 to 0.**

8. Public Information Act Training requirements;

Mr. Harry Thompson with ABHR: Reviewed the Public Information Act Training requirements with the Board, a per diem will apply for this training. Information only, no action required.

9. Update on temporary conversion to free chlorine and authorize any necessary action;

General Manager: Reviewed the temporary disinfectant conversion from chloramine to free chlorine with the Board. The conversion will begin on June 3rd and continue through June 26th. The District has chosen to implement a temporary disinfectant conversion to free chlorine based on isolated low residuals in certain areas of the District and converting to free chlorine is a precautionary measure. This information is on the District's website and on the customer's billing. **District Engineer:** Discussed nitrification with the Board. Nitrification causes loss of residual chloramines and happens when bacteria called nitrifiers "eat" ammonia, and then

nitrite. After discussion, Vice President Court made a motion to approve the conversion to free chlorine beginning June 3rd and continue through June 26th, 2024; Seconded by; Assistant Secretary Koudelka; Favor: 5 to 0.

10. Approve and adopt the District's revised Pretreatment Program; including Pretreatment Order May 2024 with new local limits for Wastewater treatment Plant No. 2; and authorize the staff to submit the District's pretreatment Program to the Texas Commission on Environmental Quality for final approval;

General Manager: Reviewed the revised Pretreatment Order with the Board. The technical based local limits for Wastewater Treatment Plant No. 2, have changed, and are reflected in the revised Pretreatment Order. Industrial Users have been notified. After discussion, **President Rose made a motion to approve and adopt the District's revised Pretreatment Program Order with the new local limits for Wastewater Treatment Plant No. 2 and the Industrial Users and authorize staff to submit the District's Pretreatment Program to the Texas Commission on Environmental Quality for final approval; Seconded by; Vice President Court; Favor: 5 to 0.**

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

- a. Surface Water Treatment Plant Expansion to 7.8 MGD Phases II;
District Engineer: Stated LEM construction Company, Inc., the Contractor, has submitted Progress Payment Request No. 02 for \$4,515,130.03 for work from March 21, 2024, to April 30, 2024. The estimate is in order and recommended for approval by the District for payment. **President Rose made a motion to approve Progress Payment Request No. 2 for \$4,515,130.03 payable to LEM Construction Company, Inc.; Seconded by; Vice President Court; Favor: 5 to 0.**
- b. LCRR;
Veronica Estrada: Reviewed the draft letter offering lead and copper testing to registered childcare facilities within the District with the Board. If there are no revisions or objections to the proposed letter, staff requests authorization to mail the letters to the registered childcare facilities within the District's service area. After discussion; **Vice President Court made a motion to approve the letter for mailing to the childcare facilities within the District's service area; Seconded by; Assistant Secretary Koudelka; Favor: 5 to 0.**
- c. Miscellaneous development repair and improvement projects;

Mr. Harry Thompson with ABHR: Discussed easements required for the Murphy Road Waterline Easements with the Board. **Vice President Court made a motion to approve the three easements for the Murphy Road Waterline Extension as presented; Seconded by; Assistant Secretary Koudelka; Favor: 5 to 0.**

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

District Engineer: Stated no action required.

12. Review and discuss Financial Statement for April 2024 and authorize any necessary action;

General Manager: Reviewed the Financial Statement for April 2024 with the Board, information only no action required.

13. Approve District expenditures;

Vice President Court made a motion to approve the District expenditures; **Seconded by; President Rose; Favor: 5 to 0.**

14. 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 Field Service personnel would be flushing hydrants during the temporary conversion to free chlorine.

General Manager: Recognized Jason Kirby, District Engineer. Jason Kirby represented the District at the APWWA conference and received a plaque from the Governor of Texas.

General Manager: Informed the Board Ms. Pat O’Neil with CPS HR Consulting will attend the June 12, 2024, board meeting to update the Board on any Human Resource related items.

15. Future agenda items;

Vice President Court: Requested the Board meeting time be changed, this item will be placed on the June 12, 2024, agenda for discussion and approval.

16. Adjourn.

Secretary Walker made a motion to adjourn; **Seconded by; Assistant Secretary Koudelka; Favor: 5 to 0.** The meeting adjourned at 7:15 p.m.



John K. Rose – President



Linda Walker - Secretary

Attachments

Call meeting to order	1
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Audience comments	2
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