

MINUTES

FORT BEND COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 2

August 28, 2024

The Board of Directors (the "Board") of Fort Bend County Water Control and Improvement District No. 2 (the "District") met in regular session, open to the public, on the 28th day of August 2024, at the District Office at 2331 South Main, Stafford, Texas 77477, a meeting place inside the boundaries of the District, and the roll was called of the members of the Board:

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

and all were present except Director Court thus constituting a quorum.

Also present were Jason Kirby, Owen Matherne, Ray Casal, Veronica Padilla-Estrada and Amanda Boyd, employees of the District; Drew Crow of Quiddity Engineering, LLC ("Quiddity"); Leslie Cook of RBC Capital Markets, Harry Thompson, Katie Carner and Carli Trojcek of Allen Boone Humphries Robinson LLP ("ABHR"); Patrica O'Neil of CPS Consulting; and Kim Courte of Arthur J. Gallagher & Co ("AJG").

CALL MEETING TO ORDER

Director Rose called the meeting to order.

PLEDGE OF ALLEGIANCE

The Board and members present at the meeting cited the pledge of allegiance to the flag of our country and state.

PUBLIC COMMENTS

Director Rose offered any members of the public attending the meeting the opportunity to make public comment. There being no members of the public requesting to make a public comment, Director Rose moved to the next agenda item.

MINUTES

The Board considered approving the minutes from August 14, 2024, special meeting. After review and discussion, Director Koudelka moved to approve the minutes

of the August 14, 2024, special meeting, as presented. Director Burks seconded the motion with Director Rose voting yes and Director Walker abstaining, the motion carried.

BOND APPLICATION REPORT NO. 25 SERIES 2024

Ms. Cook discussed the procedures and proposed schedule for the issuance of the District's \$41,500,000 Unlimited Tax Bonds, Series 2024 (the "Series 2024 Bonds"). The Board discussed scheduling the next meeting to hold the bond sales on Wednesday, October 9, 2024 at 6:30 p.m.

Ms. Cook reviewed a draft Preliminary Official Statement and Official Notice of Sale for the District's issuance and sale of its Series 2024 Bonds.

Ms. Cook recommended the Board engage with Standard & Poor's Rating Services ("S&P") and Moody's Investors Service ("Moody's") to perform the credit rating analysis for the Series 2024 Bonds.

Ms. Cook recommended that the Board appoint The Bank of New York Mellon Trust Company, as the paying agent/registrar for the District's Series 2024 Bonds.

Following review and discussion, Director Rose moved to (1) approve the Preliminary Official Statement and Official Notice of Sale, subject to final review; (2) engage S&P and Moody's to perform the credit rating analysis for the District's Series 2024 Bonds; (3) appoint The Bank of New York Mellon Trust Company, as the paying agent/registrar for the District's Series 2024 Bonds; and (4) authorize the District's financial advisor to advertise the sale of the District's Series 2024 Bonds. Director Burks seconded the motion, which passed unanimously.

ENGINEERING MATTERS

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

SURFACE WATER TREATMENT PLANT EXPANSION TO 7.8 MGD PHASE II;

Mr. Kirby updated the Board regarding construction of the Surface Water Treatment Plant Expansion to 7.8 MGD Phase II and reviewed and recommended approval of Pay Estimate No. 05 in the amount of \$ 3,420,908.64 payable to LEM Construction Company, Inc. for work during the month of July 2024. Following review and discussion, Director Rose moved, based on Mr. Kirby's recommendation, to approve Pay Estimate No. 5 in the amount of \$ 3,420,908.64 Seconded by Director Burks which carried unanimously.

Mr. Kirby discussed the electrical service at the Surface Water Treatment Plant. After review and discussion, Director Walker made a motion to authorize

negotiating of terms and conditions for the facilities extension not to exceed \$100,000.00 for the electrical service at the Surface Water Treatment Plant. The motion was seconded by Director Koudelka, which was carried unanimously.

Mr. Kirby updated the Board regarding a safety incident during construction involving a subcontractor for LEM Construction Company, Inc. Ms. Carner discussed the Occupational Safety and Health Administration's procedures after an incident. After discussion by the Board, no action was taken.

STAFFORDSHIRE WATERLINE EXTENSION

This item was not discussed.

MURPHY ROAD AND GREENBRIAR ROAD SANITARY SEWER REHABILITATION PHASE I

Mr. Kirby presented that three (3) bids were received and opened publicly on Friday, August 9, 2024 for the cleaning and televising of the Murphy Road and Greenbriar Road Sanitary Sewer Rehabilitation Phase I project. He reviewed the bid tabulation and stated that Quiddity's Recommendation of Award is to Aims Company Incorporated for their Base Bid of \$ 77,071.00 and 40 calendar days. Mr. Kirby stated that Quiddity has worked with Aims Company Incorporated before and finds them to be an acceptable contractor. He recommended that the Board award the contract to Aims Company Incorporation the amount of \$ 77,071.00. Following review and discussion, and based on the engineer's recommendation, Director Walker moved to award the contract for cleaning and televising of the Murphy Road and Greenbriar Road Sanitary Sewer Rehabilitation Phase I project to Aims Company Incorporation in the amount of \$ 77,071.00 subject to approval of the payment and performance bonds and review of the certificate(s) of insurance and endorsements, if any, provided by the contractor. Director Koudelka seconded the motion, which passed unanimously.

WASTEWATER TREATMENT PLANT NO. 1 IMPROVEMENTS;

Mr. Kirby requested the Board approve the plans and specifications and authorize advertisement for bids for the Wastewater Treatment Plant No. 1 improvements. After review and discussion, Director Koudelka moved to approve the plans and specifications and authorize advertisement for bids for the Wastewater Treatment Plant No. 1 improvement. Director Walker seconded the motion, which passed unanimously.

DEVELOPMENT AND IMPROVEMENT PROJECTS

Mr. Kirby informed the Board concerning a construction submittal received from CenterPoint for a substation in Missouri City. The proposed project would require the abandonment of District facilities and easements. After review and discussion, Director Rose made a motion to authorize discussions with CenterPoint regarding the project and possible relocation of District facilities and easements. Director Walker seconded the motion, which passed unanimously.

Mr. Kirby updated the Board on construction submittals received by the District for review. After a discussion regarding the District's construction standards and industry standards of care, no action was taken.

DEVELOPMENT PLATS, CONSENTS TO ENCROACH AGREEMENTS, EASEMENTS, FACILITIES AND ANNEXATIONS

There was no discussion on this agenda item.

RENEWAL OF DISTRICT'S GENERAL LIABILITY INSURANCE POLICIES

Ms. Courte presented a proposal from Arthur J. Gallagher & Company for renewal of the District's general liability insurance policies, effective September 30, 2024. After review and discussion, Director Walker moved to approve the renewal proposal as presented, and direct that the proposal be filed appropriately and retained in the District's official records. Director Koudelka seconded the motion, and the motion passed unanimously.

RENEWAL OF DISTRICT'S MEDICAL INSURANCE POLICIES

Mr. Matherne presented a proposal from BCI Insurance Solutions for the renewal of the District's employee medical insurance policy. After review and discussion by the Board, Director Koudelka moved to approve the renewal proposal. Director Burks seconded the motion, and the motion carried unanimously.

FINANCIAL STATEMENT FOR JULY 2024

Mr. Matherne presented the financial statement for the month of July 2024, a copy of which is attached. After review and discussion, the Board took no action.

UPDATE ON HUMAN RESOURCES

Mrs. O'Neil updated the Board regarding the District's human resources policies and procedures. No action was taken.

DISTRICT EXPENDITURES

Mr. Matherne presented to the Board for review and approval the District's monthly expenditures, a copy of which is attached. Following review and discussion, Director Walker moved to approve the presented expenditures and payment of bills. Director Koudelka seconded the motion, which passed unanimously.

DISTRICT OPERATIONS

Mr. Matherne reported that the District solicited proposals for the purchase of two-way radios and components required for use by staff. The Board reviewed the proposal from HCI in the amount of \$ 24,972.06 for the purchase. Following review and discussion, Director Rose made a motion to approve the proposal from HCI. Director Walker seconded the motion, which was carried unanimously.

FUTURE AGENDA ITEMS


The Board concurred to hold their next meeting on September 11, 2024, at 6:30 p.m.

There being no further business to discuss, the meeting was adjourned.



President, Board of Directors

(SEAL)



Secretary, Board of Directors

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