

**MINUTES**  
**FORT BEND COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 2**

September 11, 2024

The Board of Directors (the "Board") of Fort Bend County Water Control and Improvement District No. 2 (the "District") met in special session, open to the public, on the 11<sup>th</sup> day of September 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 thus constituting a quorum.

Also present were Jason Kirby, Owen Matherne, Ray Casal, Mark Woodward, Nicholas Gwin, Esmeralda Garza, Phillip Medina, Veronica Padilla-Estrada and Amanda Boyd, employees of the District; Drew Crow of Quiddity Engineering ("Quiddity"); Leslie Cook of RBC Capital Markets, Greg McGrath of McGrath and Co., PLLC and Harry Thompson, Katie Carner and Carli Trojcek of Allen Boone Humphries Robinson LLP ("ABHR").

CALL MEETING TO ORDER

Director Rose called the meeting to order.

PLEDGE OF ALLEGIANCE

The Board and attendees 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 for the August 28, 2024, regular meeting. After review and discussion, Director Court moved to approve the minutes of the August 28, 2024, regular meeting, as presented. Director Koudelka seconded the motion, which passed unanimously.

## MINUTES OF SPECIAL MEETING

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### MURPHY ROAD WATER LINE EXTENSION

Ms. Carner presented the appraisal value for the proposed waterline easement and compensation to Realty Income. Following review and discussion, Director Court moved to approve the presented appraisal and approve compensation to Realty Income not to exceed the appraisal for the easement with review and approval by the District's attorney. Director Koudelka seconded the motion, which passed unanimously.

Mr. Kirby updated the Board regarding Murphy Road waterline extension. Following review and discussion, Director Rose made a motion to approve the plans for construction and authorize the publication for the submission of bids for the Murphy Road waterline extension project. Director Court seconded the motion, which passed by unanimous vote.

### 2024 TAX RATE FOR DISTRICT AND DEFINED AREA

Board considered the District's and the Defined Area's 2024 tax rate. Ms. Cook distributed and reviewed a debt service tax rate analysis reflecting the recommendation for the District to levy a 2024 debt service tax rate of \$ 0.2125 per \$ 100 of assessed valuation and the 2024 defined area debt service tax rate of \$ 0.5150 per \$ 100 of assessed valuation. A copy of the debt service tax rate analysis is attached. Ms. Carner discussed the two-step process for setting the District's and the defined area tax rate.

Following review and discussion, Director Walker moved to: (1) set the public hearing date for October 9, 2024; and (2) authorize the tax assessor/collector to publish notice in the newspaper of the District's meeting on October 9, 2024; and (3) to set the proposed 2024 District's debt service tax rate of \$ 0.2125 per \$ 100 of assessed valuation and the 2024 defined area debt service tax rate of \$ 0.5150 per \$ 100 of assessed valuation. Director Koudelka seconded the motion, which passed unanimously.

### AUTHORIZE AUDITOR TO CONDUCT AUDIT FOR FISCAL YEAR END SEPTEMBER 30, 2024

Mr. McGrath presented an engagement letter from McGrath and Co, PLLC to perform financial audits for the District. He noted that the fee to conduct the District's audit for the fiscal year ending September 30, 2024, is \$50,000.00. Following review and discussion, Director Court moved to approve the engagement letter with McGrath and authorize McGrath to conduct the audit for the fiscal year end September 30, 2024. Director Walker seconded the motion, which passed unanimously.

### REVIEW BUDGET FOR FISCAL YEAR END SEPTEMBER 30, 2025

Mr. Matherne presented the draft budget for the fiscal year ending September 30, 2025. Following a discussion, Director Rose made a motion to schedule a special meeting on September 18, 2024, at 6:30 p.m. to discuss and review the the budget for the fiscal year ending September 30, 2025. Director Walker seconded the motion, which passed unanimously.

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GENERAL MANAGER'S REPORT

Mr. Matherne presented the District's operation report for August 2024. After review and discussion with the Board, no action was taken.

DISTRICT OPERATIONS

Mr. Matherne presented a proposal from CPS HR Consulting for an extension of the current agreement for two (2) additional years at a cost of \$105,000 for both years. Director Rose discussed the District's performance evaluation for employees. Following review and discussion, Director Court moved to approve the proposal as presented. Director Koudelka seconded the motion, which passed unanimously.

Mr. Kirby updated the Board on the District's surface water transmission line phase four project to serve Water Plant No. 6. Director Burks discussed present and future land acquisitions for District easements. After review and discussion, no action was taken.

Director Rose brought up for discussion the District's website and possible updates. Director Koudelka discussed the District's autopay for billing and the paperless options. After review and discussion with the Board Members, no action was taken.

FUTURE AGENDA ITEMS

The Board concurred to hold their next meeting on September 18, 2024, at 6:30 p.m.

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

(SEAL)  
  
Secretary, Board of Directors

  
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President, Board of Directors

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