

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

December 11, 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 11th day of December 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
Vacant	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, and Amanda Boyd, employees of the District; Drew Crow of Quiddity Engineering, LLC ("Quiddity"); Leslie Cook of RBC Capital Markets; Katie Carner and Carli Trojcek of Allen Boone Humphries Robinson LLP ("ABHR"), Patrica O'Neil of CPS Consulting; and Merritt B. Chastain of Spencer Fane, LLP.

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 the November 13, 2024 regular meeting. After review and discussion, Director Court moved to approve the minutes of the November 13, 2024, regular meeting, a copy of which is attached. Director Koudelka seconded the motion, and the motion carried unanimously.

TRAVEL REIMBURSEMENT GUIDELINES AND DIRECTOR EXPENSES FOR THE ASSOCIATION OF WATER BOARD DIRECTOR'S ("AWBD") WINTER CONFERENCE

The Board discussed the AWBD Winter Conference and the District's Travel Reimbursement Guidelines and Director Expenses. No action was taken on this item.

ADOPT AMENDED RATE ORDER

Ms. Carner presented and reviewed the garbage rates for the City of Missouri City with the Board and explained the Rate Order would need to be amended for these changes. Director Court moved to amend the rate order as presented. Director Koudelka seconded the motion, and the motion carried 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. Mr. Kirby has reviewed and recommended approval of Pay Estimate No. 9 in the amount of \$ 2,715,872.32 payable to LEM Construction Company, Inc. for work completed. Following review and discussion, Director Rose moved to approve Pay Estimate No. 9. The motion was seconded by Director Court, which carried unanimously.

STAFFORDSHIRE WATERLINE EXTENSION TO INDEPENDENCE

No discussion on this item.

WASTEWATER TREATMENT PLANT NO. 1 IMPROVEMENTS

Mr. Kirby updated the Board on the status of the Wastewater Treatment Plant No. 1 Improvement project. A bid opening for the project was held on Wednesday, December 4, 2024, at 2:00 p.m. at the District's offices. Two (2) bids were received. The low bid was submitted by LEM Construction Co., Inc. for a base bid with supplemental bid items for \$20,971,00.00. The District and Quiddity

have worked with LEM Construction Co., Inc. in the past and find then an acceptable contractor. Directors Rose and Court inquired about supplemental bid item No. 3, which includes replacing the primary clarifier covers. After review and discussion, Director Court made a motion to award the contract for the construction for the Wastewater Treatment Plant Rehabilitation project to LEM Construction Co., Inc. for a base bid with the supplemental bid items for the rehabilitation of the lift station and the repairs to post primary splitter box for \$20,971,00.00. Director Burks seconded the motion, which passed unanimously.

MISCELLANEOUS DEVELOPMENT REPAIR AND IMPROVEMENT PROJECTS

There was no discussion on this agenda item.

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

There was no discussion on this agenda item.

PERSONNEL MANUAL

Ms. O'Neil updated the Board regarding the District's personnel policy manual. Ms. O'Neil presented the updates including the addition of Section VIII.E Performance and Salary Review Process. Mr. Chastian presented the changes to Section XIV.E.1.a Disability Leave. Director Koudelka discussed a word change in Section VIII.I I. Meals and Rest Periods. Director Rose discussed the language in Section VIII.E Performance and Salary Review Process and in Section XIV.E.1.a Disability Leave. After review and discussion, Director Rose made a motion to approve the changes to the Personnel Manual with (1) the discussed changes to Section VIII.E Performance and Salary Review Process and Section VIII.I I. Meals and Rest Period; and (2) accept the changes to Section XIV.E.1.a Disability Leave as presented. Director Koudelka seconded the motion, which passed unanimously.

FINANCIAL STATEMENT FOR NOVEMBER 2024

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

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 Court moved to approve the presented expenditures and payment of bills. Director Rose seconded the motion, which passed unanimously.

PRIMARY CLARIFIER AT WASTEWATER TREATMENT PLANT NO. 1

Mr. Matherne presented and reviewed quotes for the repairs and replacements for the primary clarifier at Wastewater Treatment Plant No. 1. The District solicited three (3) bids for the proposed work. The District received one (1) quote from Environmental Improvements, Inc. for \$ 42,550.00. The amount for this re-build is in the current fiscal year budget. After review and discussion, Director Court moved to approve the quote for the repairs and replacements for the primary clarifier as presented. Director Koudelka seconded the motion, which carried unanimously.

GENERAL MANAGER'S REPORT

Mr. Matherne presented the General Manager's Report for November 2024, a copy of which is attached. Director Rose inquired about the smart meter installation progress and account access by the District's customers. Mr. Matherne updated the Directors concerning the status of smart meter installation and software updates. After review and discussion by the Board, no action was taken.

HOLIDAY SCHEDULE FOR YEAR 2025

Mr. Matherne presented the holiday schedule for the year 2025. After discussion, Director Court made a motion to approve the holiday schedule for 2025 with the requested changes. The motion was seconded by Director Koudelka, which passed unanimously.

DISTRICT OPERATIONS

Mr. Matherne discussed the District's use of the radios at our facilities and the installation of the repeater for service. After discussion, the Board did not take any action on this item.

Director Koudelka inquired about the size of the generator at Francis site. Mr. Kirby discussed that the design work being completed by Quiddity to determine the size of the generator is currently being determined by the District's consultants. No action was taken on this item.

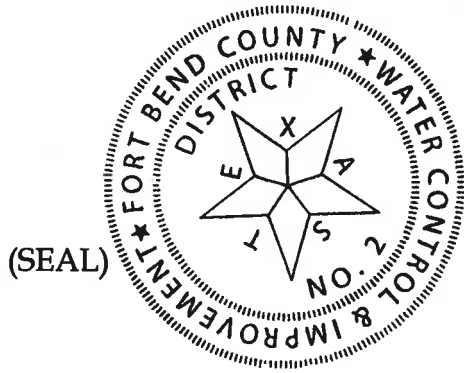
FUTURE AGENDA ITEMS

Director Court would like to go to paperless billing and add a future agenda item to discuss on how to bill our customers.

Ms. Carner would like to add an item to reorganize the Board in January.


The Board concurred to hold their next meeting on January 8, 2025, at 6:30 p.m.

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





President, Board of Directors



Secretary, Board of Directors

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