

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

April 12, 2023

The Board of Directors of Fort Bend County Water Control & Improvement District No. 2 of Fort Bend and Harris Counties, Texas, met in special session, open to the public, on the 12th day of April 2023 at 6:30 p.m., 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 Rose	President
Jody Court	Vice President
Linda Walker	Secretary
Harvey Koudelka	Assistant Secretary
Linda Burks	Assistant Secretary

And all of said persons were present, except Vice President Court thus constituting a quorum.

Also, attending Mr. Harry Thompson and Kim Cannon with the law firm of Allen, Boone, Humphries and Robinson, LLP (ABHR), Mr. Drew Crow with Quiddity, Mr. Loren Morales with RBC Capital Markets, District staff, Robbie Ginsel, Jason Kirby, and Owen Matherne.

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

1. Call meeting to order;

President Rose: Called the meeting to order.

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

All: Recited the pledge of allegiance to the Flag of our Country and State.

3. Audience comments;

President Rose: Stated no audience comments.

4. Approve Board meeting minutes of March 22, 2023;

Secretary Walker made a motion to approve the Board meeting minutes of March 22, 2023;
Seconded by; Assistant Secretary Koudelka; Favor: 4 to 0.

5. Review proposed Summary of Cost and authorize consulting engineer to prepare bond application No. 24;

District Engineer: Reviewed the Summary of Cost for the 39M Bond Application Report No. 24 Series 2023 with the Board.

- Preparation of Bond Application Report
 - Approximately ninety days (90) to complete, Board approval and submit to TCEQ for forty-five (45) day expedited review
- Bond Sale
 - Thirty days (30) to prepare and publish
 - Thirty days (30) for bond sale
- Estimated minimum total duration
 - Two hundred (200) calendar days

Staff requests the Board authorize Quiddity Engineering to prepare Bond Application Report No. 24 - \$39,000,000 Series 2023. **Assistant Secretary Koudelka made a motion to authorize Quiddity Engineering to prepare Bond Application Report No. 24 - \$39,000,000 Series 2023; Seconded by; Assistant Secretary Burks; Favor: 4 to 0.**

6. Conduct annual review of Drought Contingency Plan and authorize any necessary action;

Mr. Harry Thompson with ABHR: ABHR reviewed the District's Drought Contingency Plan stating no changes needed. Information only, no action needed.

7. Annual Review of Emergency Preparedness Plan and authorize any necessary action;

Mr. Harry Thompson with ABHR: ABHR reviewed the District's Emergency Preparedness Plan with the Board stating there were no changes from ABHR to the plan. **General Manager:** Stated after staff review there are some changes needed. **President Rose made a motion to approve the Emergency Preparedness Plan with the changes discussed from the General Manager; Seconded by; Assistant Secretary Burks; Favor: 4 to 0.**

8. City Park IV easement, conflict waiver letter, and authorize appropriate action;

Mr. Harry Thompson: Stated all reports regarding the City IV easement are not ready and will be brought back to the Board at the next Board meeting. **District Engineer:** Informed the Board the easement is ready for Board approval. **District Engineer:** Reviewed the easement with the Board, after discussion; **Assistant Secretary Burks made a motion to approve the easement for City Park IV; Seconded by; Assistant Secretary Koudelka; Favor: 4 to 0.**

9. Review Arbitrage Rebate Report for the Series 2013 Refunding Bonds;

Mr. Harry Thompson: Reviewed the Arbitrage Rebate Report for the Series 2013 Refunding Bonds stating no taxes are due. Information only, no action needed.

10. Review quote from HACH to upgrade turbidimeter on membrane racks at Surface Water Treatment Plant and authorize any necessary action;

General Manager: Reviewed the quote from HACH to upgrade turbidimeter on membrane racks at Surface Water Treatment Plant with the Board. **Assistant Secretary Koudelka made a motion to approve the quote from HACH in the amount of \$46,698.18; Seconded by; President Rose; Favor: 4 to 0.**

11. Discuss purchase of vehicle(s) for Surface Water Treatment Plant and authorize any necessary action;

General Manager: Reviewed the quotes for purchase of a vehicle for the Surface Water Treatment Plant.

- 2023 Ford F150 Super cab V6 – Silsbee Ford - \$39,925.00
- 2023 Ford F150 V6 - Helfman Ford - \$41,185.28
- 2023 Ford F150 V8 – Helfman Ford - \$43,563.28
- 2023 Chevrolet 1500 Silverado 4 cylinder – Classic Chevrolet - \$40,770.00

President Rose made a motion to approve the quote for the 2023 Ford F150 SupercabV6 from Silsbee Ford in the amount of \$39,925.00 as presented; Seconded by; Assistant Secretary Koudelka; Favor: 4 to 0.

12. General Manager’s Report including Water and Wastewater System Operations, and the Industrial Pretreatment Program;

General Manager: Reviewed the General Manager’s Report with the Board. Information only, no action required.

General Manager: Informed the Board the Frances Well is currently down.

General Manager: Informed the Board Brand Lane is now in operation after installation of a soft new starter.

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

General Manager:

- TCEQ will conduct a Comprehensive Compliance Investigation for the 5th Street Water Supply Corporation on April 16, 2023; all information has been sent to TCEQ.
- WWTP No. 2 – One pipe at Plant No. 2 cracked, sludge was on the ground headed for receiving stream, staff were able to block the flow, clean up the biosolids spill and will repair pipe.
- Primary No. 1- is now operational after replacing the torque switch at a cost of \$4,0000.

- Primary No. 2 – Staff will inspect and evaluate repairs required once inspection is complete.

President Rose:

- Discussed storage room for electronic parts. **District Engineer:** Stated there would be some additional space at Surface Water Treatment Plant No. 2 for storage. Also, there are funds that could be available for Field Service for storage from future proposed bond. **Assistant Secretary Koudelka:** Asked about leasing a climate-controlled storage building. **General Manager:** Replied staff will research leasing of climate-controlled storage buildings.
- Discussed District newsletter, the newsletter needs to be placed on the agenda in June for approval from the Board to be distributed/placed on website in July 2023.

14. Future agenda items;

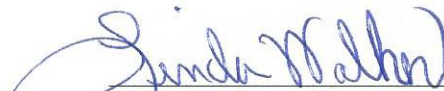
President Rose: Any future agenda items, contact President Rose, General Manager or Robbie Ginsel.

15. Adjourn;

Secretary Walker made a motion to adjourn; Seconded by; Assistant Secretary Koudelka; Favor: 4 to 0.




John K. Rose – President


Linda Walker – Secretary

Attachments

Call meeting to order	1
Pledge of Allegiance to the Flag of our Country and State	1
Audience comments	1
Approve Board meeting minutes of March 22, 2023	1
Review proposed Summary of Cost, and authorize consulting engineer to prepare bond application No. 24	2
Conduct annual review of Drought Contingency Plan	2
Annual Review of Emergency Preparedness Plan	2
City Park IV easement, conflict waiver letter	2
Review Arbitrage Rebate Report for the Series 2013 Refunding Bonds	2
Review quote from HACH to upgrade turbidimeter on membrane racks at Surface Water Treatment Plant	3
Discuss purchase of vehicle(s) for Surface Water Treatment Plant	3
General Manager's Report	3-4
District operations	4
Future agenda items	4
Adjourn	4