

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

**February 22, 2023**

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 22<sup>nd</sup> day of February 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, thus constituting a quorum.

Also, attending Ms. Rose Herbst with Infrastructure Construction Services, Mr. Harry Thompson and Ms. 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, Ray Casal, Mark Woodward, Amanda Boyd, and Jason Kirby.

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 February 8, 2023;**

**President Rose:** Stated this item would be tabled.

**5. Adopt Resolution concerning Exemptions from Taxation;**

**Mr. Harry Thompson with ABHR:** Presented the renewal of the Districts annual tax exemption for person over sixty-five (65) years of age or older or persons disabled to receive a \$40,000.00 tax exemption. This is the current tax exemption policy the District has in place and is discussed and approved yearly. **Vice President Court made a motion to adopt the Resolution Concerning Exemptions for Taxation to include a \$40,000.00 tax exemption for persons over the age of sixty-five (65) or persons disabled; Seconded by; Secretary Walker; Favor: 5 to 0.**

## **6. Engineer's Report**

- a. Wastewater Plant No. 2 Phase I:  
**District Engineer:** PLW Waterworks, LLC, the Contractor, has submitted Progress Payment Request No. 34 for \$101,106.05 for work from December 1, 2022, to January 31, 2023. 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. 34 for \$101,106.05; Seconded by; Secretary Walker; Favor: 5 to 0.**
- b. Miscellaneous development repair and improvement projects;  
**District Engineer:** Stated no action required.
- c. General Engineering, development plats, consent to encroach agreements, easements, facilities, annexations, and development issues.  
**District Engineer:** Stated no action required.

**General discussion:** President Rose asked for clarification concerning the process of substantial completion of the Wastewater Treatment Plant No. 2 and how the District is being billed for services by the contractor and consultants. Mr. Harry Thompson with ABHR, Mr. Drew Crow with Quiddity, and the District Engineer discussed the process for substantial completion for a project of this size and how it was separated into distinct stages. Completion is determined by the District staff, consultants, and the contractor. The District is expecting to receive the final Pay Estimate for Wastewater Treatment Plant No. 2 in the next forty-five (45) days.

## **7. Receive quotes for procurement of a vacuum assisted enclosed diesel driven trailer mounted pumping system and authorize any necessary action;**

**District Engineer:** Reviewed the quotes for the procurement of a vacuum assisted enclosed diesel driven trailer mounted pumping station with the Board. Three quotes were received, South Texas Utilities - \$76,323.89; North Side Electric - \$79,722.00; and PSI, Inc. - \$72,847.00. After discussion, **Vice President Court made a motion to approve the quote and purchase from PSI, Inc. in the amount of \$72,847.00; Seconded by; Assistant Secretary Burks; Favor: 5 to 0.**

## **8. Review and discuss Financial Statement for January 2023 and authorize any necessary action;**

**District Engineer:** Presented the Financial Statement for January 2023 with the Board. Staff requests the Board to approve two proposed amendments to the budget. One amendment for the procurement of a vacuum assisted enclosed diesel driven trailer mounted pumping system. The second amendment for the membrane replacements at the Surface Water Treatment Plant. **President Rose:** Stated the proposed amendments for the budget will be on next month's meeting for further discussion and possible approval.

## **9. Approve District expenditures;**

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

## **10. District operations, including but not limited to; Administrative, Field Service, Wastewater, Groundwater and Surface Water Treatment Plants, Rate Order; general operational tasks and authorize any necessary action;**

**President Rose:** Asked if there were any items to be discussed relating to District operations. **District Engineer:** Discussed the upcoming update to Wastewater Treatment Plant No. 1 walkways. The District is also looking into moving part of the canopy at Wastewater Treatment Plant No. 1. The District will present information to the Board when moving forward with these items. **Mr. Mark Woodward:** Discussed the District's Pretreatment

audit with TCEQ. Mr. Woodward informed the board that the District received a positive audit, with only minor reporting issues, the District may have to issue notice of violations for these items, but it is unclear if this will be necessary.

**11. Future agenda items;**

**President Rose:** Stated any future agenda items to contact the General Manager or Robbie Ginsel.

**12. Adjourn;**

**Secretary Walker made a motion to adjourn; Seconded by; Vice President Court; Favor: 5 to 0.** The meeting adjourned at 6:58 p.m.



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 February 8, 2023	1
Adopt Resolution concerning Exemptions from Taxation	1
Engineer's Report	2
Receive purchase quotes for procurement of a vacuum assisted enclosed diesel driven trailer mounted pumping system	2
Financial Statement for January 2023	2
Approve District expenditures	2
District operations	2-3
Future agenda items	3
Adjourn	3