

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

**July 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 12<sup>th</sup> day of July 2023, at 6:30 pm, 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 K. 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 Assistant Secretary Burks; thus, constituting a quorum.

Also, present Commissioner Andy Myers and Dennis Spellman from Fort Bend County Pct. No. 3, Mr. David Davis, Assistant General Manager of the Gulf Coast Water Authority, Mr. Harry Thompson, Ms. Kim Cannon, and Mr. Gary Fagan, with Allen Boone Humphries Robinson, LLP, Mr. Drew Crow the Quiddity, Mr. Loren Morales with RBC Capital Markets, Owen Matherne, Jason Kirby, Ray Casal and Amanda Boyd.

**1. Call meeting to order;**

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

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

**All:** Cited the Pledge of Allegiance to the Flag of our Country and State.

**3. Audience comments. Comments from the audience (for matters not on the agenda). This provides an opportunity to comment on non-agenda items in advance of the regular business of the Board of Directors. Comments shall be limited to three (3) minutes per person. By state law, comments by the President or Board members on any item not on the agenda shall be limited to;**

- a. Statement of specific factual information given in response to any inquiry;
- b. A recitation of existing policy in response to any inquiry;
- c. A proposal to place the subject on the agenda for a future meeting;

**President Rose:** Stated no audience comments.

**4. Approve Board meeting minutes of June 14, 2023;**

**Assistant Secretary Koudelka** made a motion to approve the Board meeting minutes of May 24, 2023; **Seconded by; Secretary Walker; Favor: 3 to 0.**

**5. Discuss Association of Water Board Directors summer conference, approve reimbursement of eligible expense, and authorize attendance at winter conference;**

**Vice President Court** made a motion to approve reimbursement of eligible expense and authorize attendance at winter conference; **Seconded by; Secretary Walker; Favor: 4 to 0.**

**6. Discuss request from Fort Bend County, Fifth Street Water Supply Corporation Service Area Capital Recovery Fee Request to Waive Fees in Lieu Of Improvements;**

**General Manager:** Informed the Board about the Capital Recovery Fee for the Fifth Street Water Supply Corporation. Developers are required to pay a Capital Recovery Fee of \$1,450.00 per connection. Construction of the 168 space RV Park with office improvements would require a Capital Recovery Fee of \$243,600.00. Fort Bend County is requesting the Board to waive the capital recovery fee in lieu of improvements funded by the developer. Fort Bend County approved the developer to construct 2900-linear feet (+/-) of water line and appurtenances with the plans submitted to the District. The developer has funded the expenses to serve the RV Park. **Mr. Andy Myers – Commissioner Precinct 3:** Discussed the Capital Recovery Fee with the Board and requested a waiver of the Capital Recovery Fee due to the construction of 2900-linear feet (+/-) of water line and appurtenances in accordance with the plans submitted to Fort Bend County and the District. The estimated construction cost for the 2900-linear feet (+/-) of water line and appurtenances is approximately \$400,000.00. After discussion, **Vice President Court made a motion to Waive the Capital Recovery Fees In Lieu Of Improvements for the project, Seconded by; Assistant Secretary Koudelka, Favor: 4 to 0.**

**7. Presentation from Gulf Coast Water Authority and authorize any necessary action;**

**Mr. David Davis – Assistant General Manager – Gulf Coast Water Authority:** Mr. Davis presented the Gulf Coast Water Authorities plan to replace the damage at the Shannon Pumping Plant on the Brazos River to keep the pumping plant supplying water for GCWA customers. The Gulf Coast Water Authority is requesting the District to fund its pro rata share for the Shannon Pumping Plant customers. The District's pro rata share would be \$479,195.22 in a lump sum payment or as an annual payment of \$46,211.63 every year for twenty (20) years at a 5.8% interest rate. Depending on the final cost of the project, the Gulf Coast Water Authority is estimating that the Phase II pro rata share would be \$1,016,517.28 as a lump sum payment or as an annual payment of \$98,028.78 at a 5.8% interest rate for twenty (20) years. After discussion, **Mr. Harry Thompson with ABHR:** Stated GCWA has sent the agreement to ABHR in accordance with paying the cash option in the year 2023 and request the Board place this item on the agenda when the Board approves the budget for review and approval of the GCWA agreement. **President Rose made a motion authorizing the review of the GCWA agreement in accordance with paying the cash option of \$479,195.22 as a lump sum payment for the budget year 2023-2024; Seconded by; Vice President Court; Favor: 4 to 0.**

**8. Adopt Resolution Regarding Development Status for 2023 Tax Year;**

**Mr. Harry Thompson with ABHR:** Informed the Board the District is designated as a low tax rate District and request adoption of the Resolution Regarding Development Status for 2023 Tax Year. **Vice President Court made a motion to adopt the Resolution Regarding Development Status for 2023 Tax Year; Seconded by; Secretary Walker; Favor: 4 to 0.**

**9. Use of surplus funds related to engineering costs associated with construction of Wastewater Treatment Plant improvements pursuant to 30 TAC 293.83 (c) (3) and authorize any necessary action;**

**Mr. Harry Thompson with ABHR:** Informed the Board the District's Wastewater Treatment Plant Improvement project was 1.8 million dollars under budget in engineering costs and contingencies. These surplus funds can be moved to the District's General Operating Fund for the sole purpose of reimbursing the District for engineering costs for the construction of Wastewater Treatment Plant No. 2. **Vice President Court made a motion to move the surplus funds to the General Operating Account; Seconded by; Assistant Secretary Koudelka; Favor: 4 to 0.**

**10. Adopt Resolution authorizing Application to the Texas Commission on Environmental Quality for Approval of Project Funds;**

**Mr. Harry Thompson with ABHR:** Stated the application for approval of project and bonds is ready to be submitted to the Texas Commission on Environmental Quality. **Vice President Court made a motion to adopt the Resolution Authorizing Application to the Texas Commission on Environmental Quality for Approval of Project Funds; Seconded by: Assistant Secretary Koudelka; Favor: 4 to 0.**

**11. Adopt resolution Nominating Director for Board of Director Election for Fort Bend Central Appraisal District;**

**Mr. Harry Thompson with ABHR:** Discussed the nominees for the Director's position for the Fort Bend Central Appraisal District with the Board. After discussion the Board took no action regarding this agenda item.

**12. Report regarding legislative matters;**

**Mr. Harry Thompson with ABHR:** Reviewed and discussed the legislative matters with the Board, information only no action needed.

**13. Director Per Diem and authorize any necessary action;**

**Mr. Harry Thompson with ABHR:** Informed the Board the current per diem rate is \$221.00 effective June 18, 2023, any Director's that attended any meetings after June 18<sup>th</sup> will be reimbursed at the \$221.00 rate. **Secretary Walker made a motion to approve the new per diem rate of \$221.00; Seconded by; Vice President Court; Favor: 4 to 0.**

**14. Execution of Amendment to Information Form;**

**Mr. Harry Thompson with ABHR:** Discussed the execution of Amendment to Information Form with the Board. **Secretary Walker made a motion to approve the execution of Amendment to Information Form; Seconded by: Assistant Secretary Koudelka; Favor: 4 to 0.**

**15. 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.

**16. Review and discuss Financial Statement for May 2023 and authorize any necessary action;**

**General Manager:** Reviewed the Financial Statement for May 2023 with the Board. Information only no action required.

**17. Approve District expenditures;**

**Vice President Court made a motion to approve District expenditures; Seconded by; Secretary Walker; Favor: 4 to 0.**

**18. Review and discuss draft newsletter and authorize any necessary action;**

**General Manager:** Reviewed the draft newsletter with the Board. President Rose: Asked Board members to review the newsletter and give comments to the General Manager by Thursday. No motion was required.

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

**General Manager:** Informed the Board the District had technical issues with the firewall and internet at the Administration office. The system was completely down so therefore termination of water of non-paid customer accounts was extended.

**General Manager:** Updated the Board on the business account regarding pending grease installation, no progress at this time.

**General Manager:** Discussed electrical surveys have been completed for District facilities; water production and wastewater facilities.

**General Manager:** Stated the District has not received any discolored water calls since January.

**General Manager:** Stated the 600HP motor has been delivered and is being stored at an offsite facility.


**20. Future agenda items;**

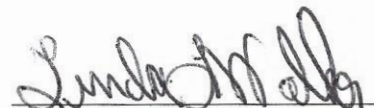
**President Rose:** Stated any future agenda items needed to contact the General Manager or Robbie Ginsel.

**21. Adjourn.**

**Vice President Court made a motion to adjourn; Seconded by: Assistant Secretary Koudelka; Favor: 4 to 0.** The meeting was adjourned at 7:57 p.m.



  
John K. Rose – President

  
Linda Walker - Secretary