

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

**June 14, 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 14<sup>th</sup> day of June 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 Vice President Court and Assistant Secretary Burks; thus, constituting a quorum.

Also, present Mr. Harry Thompson with Allen Boone Humphries Robinson, LLP, Mr. Drew Crow with Quiddity, Mr. Loren Morales with RBC Capital Markets, Owen Matherne, Jason Kirby, Ray Casal and Robbie Ginsel.

**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 May 24, 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. Presentation from Gulf Coast Water Authority and authorize any necessary action;**

**General Manager:** Informed the Board this agenda item will be tabled. A representative from Gulf Coast Water Authority will attend a future board meeting to discuss.

**6. Discuss and consider the Texas Utility Help program and authorize any necessary action;**

**General Manager:** Informed the Board this agenda item will be tabled. Staff contacted the Texas Utility Help Program by email/phone and have not received a response to date.

**7. Authorize delinquent tax attorney to proceed with collection of delinquent taxes;**

**Mr. Harry Thompson with ABHR:** Informed the Board Linebarger Goggan Blair & Sampson, LLP will begin the process of collecting the District’s delinquent taxes. After discussion, **President Rose made a motion to authorize Linebarger Goggan Blair & Sampson, LLP to proceed with the collection of delinquent taxes; Seconded by; Assistant Secretary Koudelka; Favor: 3 to 0.**

**8. Engineer’s Report, including status of the following District projects and authorize any necessary action;**

**a. Brand Lane Water Plant Generator Replacement**

**District Engineer:** C.F. McDonald, Inc., the Contractor has submitted Progress Payment Request No. 3 for \$308,700.00 for work up to May 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. 3 for \$308,700.00 payable to C.F. McDonald, Inc.; Seconded by; Secretary Walker; Favor: 3 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. [06]

**9. 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.

- Stafford Run Well is offline, G.M. services recommended turning the well off due to a reduction in well production.
- Wastewater Treatment Plant No. 2 had an E-coli excursion. The limit is 399 mg/l and the lab result was 1990 mg/l, the next sample collected was within permit.

**10. Review quotes on replacement of the 24” waterline at the Surface Water Treatment Plant and authorize any necessary action;**

**General Manager:** Reviewed the quotes for the replacement of the 24” waterline at the Surface Water Treatment Plant with the Board. The District received three quotes;

- City Wide Utilities\$ 53,760.00
- CFG Industries, LLC \$61,760.00
- Tackle Construction Co., Inc. \$63,500.00

Staff recommends the Board approve City Wide Utilities, Option 2, not to exceed \$60,000.00 for total repair/replacement. The Board asked the District Engineer to research the origin of the header pipe for this project. **Assistant Secretary Koudelka made a motion to approve City Wide Utilities to continue**

the work replacing the 24" waterline at the Surface Water Treatment Plant not to exceed \$60,000.00; Seconded by; President Rose; Favor: 3 to 0.

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

**General Manager:** Reviewed the draft newsletter with the Board. After discussion there were corrections and items to add to the newsletter. **President Rose made a motion to approve the draft newsletter subject to the changes presented; Seconded by; Assistant Secretary Koudelka; Favor: 3 to 0.** The Board requested once changes are complete to be brought back to the board for review and approval.

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

**General Manager:** Discussed Stafford Run Water Plant with the Board. This water plant was drilled in 1980, the well was re-worked in 1989 and again in 2019. Due to the reduction in capacity of this well, staff request the Board to declare this as an emergency and to authorize staff to work with Quiddity to create and solicit bids for evaluation/repair. There are three contractors that work on groundwater wells which are Alsay, Weisinger and CNC. Quiddity will create a bid packet for contractor's review and submittal of bids. **President Rose made a motion to authorize staff to work with Quiddity to create a packet for solicitation of bids for Stafford Run Water Plant; Seconded by; Assistant Secretary Koudelka; Favor: 3 to 0.**

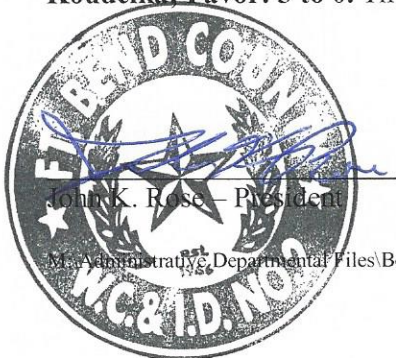
**General Manager:** Updated the Board on the business required to install the correct grease trap, previously the Board awarded a sixty (60) day extension to install the grease trap. After speaking with the business owner, he is having difficulties getting this accomplished and requests the Board grant an extension until December 31, 2023. **President Rose made a motion to award the business owner an additional ninety (90) days to install the grease trap and have the business owner contact Mark Woodward for updates every thirty (30) days; Seconded by; Assistant Secretary Koudelka; Favor: 3 to 0.**

**13. Future agenda items;**

**President Rose:** Request a meeting to discuss the district's personnel policy manual. After discussion a meeting is scheduled for July 12, 2023, at 3:00 p.m. to discuss District's personnel policy manual and a meeting at 6:30 p.m. on July 12, 2023, for regular Board meeting items. The Board stated the June 28, 2023, the Board meeting will be cancelled.

**14. Adjourn.**

**Secretary Walker made a motion to adjourn the meeting; Seconded by; Assistant Secretary Koudelka; Favor: 3 to 0.** The meeting was adjourned at 7:33 p.m.



Linda Walker - Secretary