

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

**October 25, 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 25<sup>th</sup> day of October 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 thus, constituting a quorum.

Also present, Representatives from MW Industrial, Harry Thompson and Ms. Kim Cannon with Allen Boone Humphries Robinson, LLP, Mr. Drew Crow with Quiddity, Mr. Loren Morales with RBC Capital Markets, Owen Matherne, Jason Kirby, Ray Casal, Mark Woodward, 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 September 27, 2023, and October 11, 2023;**

**President Rose:** Discussed the September 27, 2023, with the Board stating he and Secretary Walker were working on the job description and that this position would require a degree and certifications to include Human Resources. After discussion, **Assistant Secretary Koudelka made a motion to approve the September 27, 2023, and October 11, 2023, Board meeting minutes to include the additional comments for the September 27, 2023, minutes; Seconded by; Secretary Walker; Favor: 4 to 0.**

**5. Discuss request by MW Industrial for Murphy Road waterline extension with a Developer reimbursement agreement and authorize any necessary action;**

**District Engineer:** Informed the Board MW Industrial would like to extend the public waterline from south of Cash Road along the west right-of-way on Murphy Road. The District will assist MW Industrial in acquiring easements needed for this project. After discussion; **President Rose: made a motion for MW Industrial representatives to work with the District staff and ABHR legal counsel to prepare a Development Financing and Reimbursement Agreement for this project; Seconded by; Secretary Walker; Favor: 4 to 0.**

**6. Review Final Arbitrage Rebate Report for the Series 2013 Refunding Bonds and authorize any necessary action;**

**Mr. Harry Thompson with ABHR:** Informed the Board the Final Arbitrage Report for the Series 2013 Refunding Bonds has been prepared and the District owes no monies to the Internal Revenue Service. Information only, no action required.

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

a. Surface Water Treatment Plant Expansion;

**District Engineer:** Stated information only, no action required.

b. Stafford Run Emergency Well Re-work;

**District Engineer:** Stated the cement plug was installed at 1054 feet on October 16, 2023. The contractor should be able to begin pump testing at the beginning of November to determine well production in gallons per minute. Information only, no action required.

c. Staffordshire Road Waterline Extension;

**District Engineer:** Stated the areas served by the District along Staffordshire Road south of Scanlin Road are served by a single 12-inch waterline. This includes the Liberty Ridge Subdivision, numerous other developments and Edgar Glover, JR Elementary School. This line has been susceptible to numerous breaks due to age, construction material and drought conditions. The staff is recommending the planning and construction of a second feed line to this area to increase reliability and limit water service outages. Staff are preparing estimates and scope of work for the Board's consideration.

d. Surface Water Transmission Line, Phase IV, & V;

**District Engineer:** The surface water transmission line projects are necessary for the delivery and distribution of the increased water production capacity from the surface water treatment plant expansion. These will connect the Lebon, Scanlin and Stafford Run groundwater plants to the surface water treatment plant. In order to complete the design and easement procurement we recommend commencing design and engineering for this project. After discussion; **Assistant Secretary Koudelka made a motion to authorize design for the Surface Water transmission Line Phase IV & V; Seconded by; Assistant Secretary Burks; Favor: 4 to 0.**

e. Miscellaneous development repair and improvement projects;

**District Engineer:** Stated no action required.

f. General Engineering, development plats, consent to encroach agreements, easements, facilities, annexations, and development issues.

**District Engineer:** Stated no action required.

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

**General Manager:** Reviewed the financial statement for September 2023, information only no action required.

**9. Review and discuss Quarterly Investment Report and authorize any necessary action;**

**General Manager:** Reviewed the quarterly investment report with the Board, after discussion; **President Rose made a motion to approve the quarterly investment report; Seconded by; Secretary Walker; Favor: 4 to 0.**

**10. Approve District expenditures;**

**Secretary Walker made a motion to approve the District expenditures; Seconded by; Assistant Secretary Koudelka; Favor: 4 to 0.**

**11. 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 is required to collect 40 water samples per month per the Total Coliform Rule (RTCRO Texas Administration Code. Due to more than 5.0% of the water samples tested were positive for total coliform during the month of October 2023 the District is required to conduct a Level 1 Assessment. This information will be part of the Consumer Confidence Report in 2024.

**General Manager:** Informed the Board staff is working with Quiddity regarding the Technically Based Local Limits (TBLL) for wastewater treatment plants No. 2. Staff has contacted the Texas Commission on Environmental Quality to request a thirty-day extension for further discussion and review. The TBLL's for each wastewater treatment plant will have separate limits.

**General Manager:** Informed the Board the grease trap at the Kabob Grill has been installed prior to the deadline of October 31, 2023.

**12. Discuss potential real estate acquisitions and authorize any necessary action;**

**President Rose:** Convened into Executive Session at 7:43 p.m. per Section 551.072 of the Texas Government Code, deliberations about real property.

**President Rose:** Reconvened in open session at 8:15 p.m.; **Assistant Secretary Koudelka made a motion to authorize staff to proceed with real estate negotiations as discussed in Executive Session; Seconded by; Secretary Walker; Favor: 4 to 0.**

**11. Future agenda items;**

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

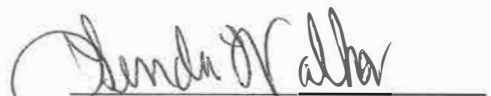
**President Rose:** Stated to place on the next agenda for a discussion of what newspaper is used for the District for publications.

**President Rose:** At the next meeting place on the agenda to discuss 2024 Board meeting calendar.

**12. Adjourn.**

**Secretary Waker made a motion to adjourn; Seconded by Assistant Secretary Koudelka; Favor 4 to 0.** The meeting was adjourned at 8:30 p.m.

  
John A. 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 September 27, and October 11, 2023	2
Discuss request by MW Industrial for Murphy Road waterline extension with a Developer Reimbursement agreement	2
Review Final Arbitrage Rebate Report for the Series 2013 Refunding bonds	2
Engineer's Report	2
Review and discuss financial statement for September 2023	2
Review and discuss Quarterly Investment Report	2
Approve District expenditures	2
District operations	2-3
Discuss potential real estate acquisitions	3
Future agenda items	3
Adjourn	3