

MINUTES  
FORT BEND COUNTY LEVEE IMPROVEMENT DISTRICT NO. 17

November 9, 2017

The Board of Directors (the "Board") of Fort Bend County Levee Improvement District No. 17 (the "District") met in regular session, open to the public, on the 9<sup>th</sup> day of November, 2017, at City of Sugar Land City Hall, 2700 Town Center Boulevard North, Brazos Room, Sugar Land, Texas, outside the boundaries of the District, and the roll was called of the members of the Board:

David Lawrence	President
NG Fook (Francis) Ming	Vice President/ Assistant Secretary
David W. Gornet	Secretary/ Assistant Vice President

and all of the above were present except Director Ming, thus constituting a quorum.

Also present at the meeting were Tony Joubert of the Telfair Community Association ("TCA"), Christina Perry of Myrtle Cruz, Inc. ("MC"); Jeff Perry of Levee Management Services, LLC ("LMS"); Jason Kelly of LJA Engineering & Surveying, Inc. ("LJA"); Kristy Hebert of Tax Tech, Inc.; Brad Koehl of Bio Landscape and Maintenance, Inc. ("Bio"); Lynne B. Humphries and Nikole Cales of Allen Boone Humphries Robinson LLP ("ABHR"); Keisha Seals and Jorge L. Alba of the City of Sugar Land; Ed Pearson, resident of the District.

MINUTES

The Board considered approving the minutes of the October 12, 2017, regular meeting. Following review and discussion, Director Gornet moved to approve the minutes of October 12, 2017, regular meeting as submitted. Director Lawrence seconded the motion, which passed by unanimous vote.

PUBLIC COMMENTS

There were no members of the public who wished to address the Board.

UPDATE ON WEBSITE AND APPROVE POSTINGS

There was no discussion regarding this item.

PHASE II MS4 STORM WATER MANAGEMENT PLAN ("SWMP")  
IMPLEMENTATION

There was no discussion regarding this item.

LAKE MAINTENANCE BY LAKE MANAGEMENT SERVICES, INC. ("LAKE MANAGEMENT")

The Board discussed the lake maintenance updates received throughout the month.

MAINTENANCE OF THE WETLAND SHELVES AND MOWING OF DISTRICT FACILITIES BY YELLOWSTONE LANDSCAPE

Mr. Koehl reviewed the maintenance report, a copy of which is attached. He then discussed tree management performed in the District. After review and discussion, Director Gornet moved to approve the maintenance report. Director Lawrence seconded the motion, which passed unanimously.

ENGINEERING MATTERS

Mr. Kelly reviewed the engineer's report, a copy of which is attached, and updated the Board on the status of construction projects.

Mr. Kelly updated the Board regarding the repair of the pump motor at storm pump station no. 1 and noted the total cost of the repair was \$16,484, which was less than the initial estimated cost of \$22,329.00.

After review and discussion, Director Gornet moved to approve the engineer's report. Director Lawrence seconded the motion, which passed unanimously.

PARK MAINTENANCE

The Board reviewed the November TCA memorandum. After review and discussion, Director Lawrence moved to defer item no. 1: tree removal in the amount of \$550; approve item no. 2: replace in-ground landscaping light fixtures at Chatham Avenue and Heatherington Avenue in the amount of \$3,232, item no. 3: replace in-ground landscaping light fixtures at Meadowcroft Boulevard and Reinhart Avenue in the amount of \$1,010, item no. 4: replace in-ground landscaping light fixtures at Chatham and Easton Avenues in the amount of \$3,636; and item no. 5: reimburse the TCA for landscape light repair in the amount of \$877.50 and \$810. Director Gornet seconded the motion, which passed unanimously.

DEVELOPMENT IN THE DISTRICT

There was no discussion regarding this item.

OPERATION OF DISTRICT FACILITIES, BILLINGS, REPAIRS AND MAINTENANCE, INCLUDING REPAIRS AND MAINTENANCE TO THE DISTRICT'S SYSTEM

Mr. Perry presented and reviewed the operator's report and updated the Board regarding maintenance and facility repairs performed during the previous month. A copy of the report is attached.

Mr. Perry stated ant bait application will be completed this month.

Mr. Perry updated the Board regarding Brazos River erosion and noted he will present additional information next month.

FINANCIAL AND BOOKKEEPING MATTERS, INCLUDING PAYMENT OF THE BILLS, REVIEW OF INVESTMENTS, BUDGET COMPARISON, AND DISCUSS BUDGET FOR FISCAL YEAR END DECEMBER 31, 2018

The Board reviewed the bookkeeper's report, including payment of bills, and review of investments, copies of which are attached. Following review and discussion, Director Gornet moved to approve the bookkeeper's report, including payment of the bills. Director Lawrence seconded the motion, which passed unanimously.

The Board reviewed a proposed budget for the fiscal year ending December 31, 2018. The Board requested the bookkeeper increase the emergency repairs and maintenance line items from \$10,000 to \$25,000; remove the line item for TBG; and reduce the engineering line item to \$40,000. The Board concurred to review the revised budget at the December meeting.

TAX ASSESSMENT AND COLLECTION MATTERS, INCLUDING DELINQUENT TAX COLLECTIONS, INSTALLMENT AGREEMENTS, AND PAYMENT OF TAX BILLS

Ms. Hebert presented and reviewed the tax assessor/collector's report for November, 2017, and the bills for payment from the tax account, a copy of which is attached. She stated 0% of the District's 2017 taxes have been collected to date. Ms. Hebert reviewed a delinquent list with the Board, a copy of which is attached to the tax assessor's report. After review and discussion, Director Gornet moved to approve the tax assessor/collector's report and payment of the tax bills. Director Lawrence seconded the motion, which passed by unanimous vote.

ADOPT RESOLUTION VOTING FOR ELECTION OF THE BOARD OF DIRECTORS FOR THE FORT BEND CENTRAL APPRAISAL DISTRICT ("FBCAD")

The Board reviewed the ballot and candidates for the FBCAD Board of Directors. After review and discussion, Director Gornet moved to adopt the Resolution Voting for

Election of the Board of Directors for the FBCAD and cast the District's 30 votes for Heather Zayas. Director Lawrence seconded the motion, which passed unanimously.

ATTORNEY'S REPORT

There was no discussion regarding this item.

STATUS OF FEDERAL FLOOD INSURANCE LEGISLATION, AND ATTENDANCE AT A NATIONAL LEVEE, DRAINAGE, OR FLOOD RELATED CONFERENCE

There was no discussion regarding this item.

REPORTS FROM DIRECTORS AND DISTRICT CONSULTANTS REGARDING EVENTS AND ACTIVITIES ATTENDED DURING THE MONTH

The Board discussed the District's meeting location and noted today's meeting, which was held in the City of Sugar Land was only attended by one resident. It was noted more residents regularly attend the District's meetings at the offices of Allen Boone Humphries Robinson LLP and the meeting was moved to Sugar Land accommodate residents. The Board concurred to move the District's meeting back to the offices of ABHR and discuss the District's meeting place each month.

RENEWAL OF DISTRICT'S INSURANCE POLICIES

The Board discussed the upcoming expiration of the District's insurance policies and Ms. Humphries noted the renewal proposal has not been received.

There being no further business to come before the Board, the Board concurred to adjourn the meeting.



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Secretary, Board of Directors



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