

MINUTES  
FORT BEND COUNTY LEVEE IMPROVEMENT DISTRICT NO. 17

January 4, 2018

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 4th day of January, 2018, at the offices of Allen Boone Humphries Robinson LLP, 3200 Southwest Freeway, Suite 2400, Houston, 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, thus constituting a quorum.

Also present at the meeting were Jimmy Thompson, Ross Autrey, and Jeff Perry of Levee Management Services, LLC ("LMS"); Jason Kelly of LJA Engineering & Surveying, Inc. ("LJA"); Anna Duarte of Tax Tech, Inc.; Brad Koehl of Bio Landscape and Maintenance, Inc. ("Bio"); Christina Perry of Myrtle Cruz, Inc.; Tony Joubert of Telfair Community Association ("TCA"); and Lynne B. Humphries and Nikole Cales of Allen Boone Humphries Robinson LLP ("ABHR").

MINUTES

The Board reviewed the minutes of the November 9 and December 14, 2017, regular meetings. After review and discussion, Director Lawrence moved to approve the minutes of the November 9 and December 14, 2017, regular meetings as submitted. Director Gornet seconded the motion, which passed unanimously.

PUBLIC COMMENTS

There were no public comments.

UPDATE ON WEBSITE AND APPROVE POSTINGS

There were no updates on the District's website.

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")

There was no discussion regarding this item.

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 Lawrence moved to approve the maintenance report. Director Gornet 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 City of Sugar Land's water transmission line.

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

PARK MAINTENANCE

The Board reviewed the December TCA memorandum. The Board noted item no. 1 was previously approved for LMS to complete work and reimbursements in the amount of \$877.50 and \$810.00 were approved at the November 9, 2017, meeting.

DEVELOPMENT IN THE DISTRICT

Ms. Humphries stated the City is holding a public meeting regarding development of tract no. 5 on January 10, 2018, at 6:30 p.m. at the University of Houston Library.

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

Mr. Perry presented and reviewed a report regarding maintenance and facility repairs performed during the previous month. After review and discussion, Director Gornet moved to approve the operator's report. Director Lawrence seconded the motion, which passed unanimously.

FINANCIAL AND BOOKKEEPING MATTERS, INCLUDING PAYMENT OF THE BILLS, REVIEW OF INVESTMENTS, BUDGET COMPARISON, ADOPT RESOLUTION REGARDING ANNUAL REVIEW OF INVESTMENT POLICY, AND ADOPT RESOLUTION ESTABLISHING AUTHORIZED DEPOSITORY INSTITUTIONS

The Board reviewed the bookkeeper's report, including payment of bills, and review of investments, copies of which are attached.

Ms. Perry stated in accordance with the District's Investment Policy, the District's bookkeeper and the District's Investment Officer are required to execute disclosure statements that disclose any relationships with banks and brokers who seek to sell investments to the District. She added that the disclosure statements will be filed with the Texas Ethics Commission.

The Board reviewed the District's Investment Policy and considered adopting a Resolution Adopting an Amended Investment Policy to incorporate 2017 legislative changes regarding public funds.

The Board reviewed a list of authorized Broker/Dealers provided by the District's bookkeeper. Ms. Humphries then reviewed a Resolution Establishing the Authorized Depository Institutions and Adopting List of Qualified Broker/Dealers with Whom the District May Engage in Investment Transactions.

Following review and discussion, Director Gornet moved to (1) approve the bookkeeper's report, including payment of the bills; (2) accept the disclosure statement from the District's bookkeeper and Investment Officer and direct that it be filed appropriately and retained in the District's official records; (3) adopt the Resolution Regarding Annual Review of Investment Policy and Adopting of Amended Investment Policy and direct that it be filed appropriately and retained in the District's official records; and (4) adopt Resolution Establishing the Authorize Depository Institutions and Adopting List of Qualified Broker/Dealers with Whom the District May Engage in Investment Transactions and direct that it be filed appropriately and retained in the District's official records. Director Lawrence seconded the motion, which passed unanimously.

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

Ms. Duarte presented and reviewed the tax assessor/collector's report for December, 2017, and the bills for payment from the tax account, a copy of which is attached. She stated 21.91% of the District's 2017 taxes have been collected to date. Ms. Duarte reviewed a delinquent list with the Board, a copy of which is attached to the tax assessor's report. After review and discussion, Director Lawrence moved to approve the tax assessor/collector's report and payment of the tax bills. Director Gornet seconded the motion, which passed by unanimous vote.

## ATTORNEY'S REPORT

### ANNUAL REPORT REGARDING POST-ISSUANCE COMPLIANCE

Ms. Humphries reported on the District's compliance activities during the prior calendar year related to bond financings. The Board determined no action is required at this time.

### REVIEW LIST OF LOCAL GOVERNMENT OFFICERS PURSUANT TO CHAPTER 176 OF THE TEXAS LOCAL GOVERNMENT CODE

The Board reviewed a list of the district's Local Government Officers ("List"). After review and discussion, Director Gornet moved to approve the List and direct that it be filed appropriately and retained in the District's official records. Director Lawrence seconded the motion, which passed by unanimous vote.

### UPDATE OF DISTRICT INFORMATION KIT

The Board reviewed the updated District Information Kit and concurred to send comments and approve next month.

### APPROVE AND AUTHORIZE FILING OF EDUCATION/TRAINING COMPLIANCE STATUS FOR BOARD OF DIRECTORS WITH THE FORT BEND DRAINAGE DISTRICT

The Board reviewed a list of each Director's continuing education during the 2017 calendar year ("CE List"), as required by Fort Bend County. After review and discussion, Director Gornet moved to approve the CE List and direct that it be submitted to the County, filed appropriately, and retained in the District's official records. Director Lawrence seconded the motion, which passed unanimously.

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

The Board discussed the Fort Bend Flood Management Association and Fort Bend County Levee Improvement District No. 7 meeting.

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

There was no discussion regarding this item.

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



Secretary, Board of Directors

(SEAL)



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