

MINUTES  
FORT BEND COUNTY LEVEE IMPROVEMENT DISTRICT NO. 17

May 10, 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 10th day of May, 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 W. Gornet	President
NG Fook (Francis) Ming	Vice President/ Assistant Secretary
Vibhor Mehrotra	Secretary/ Assistant Vice President

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

Also present at the meeting were Jeff Perry and Ross Autrey of Levee Management Services, LLC ("LMS"); Jason Kelly of LJA Engineering, Inc. ("LJA"); Kristi Hebert of Tax Tech, Inc.; Christina Perry of Myrtle Cruz, Inc.; Tony Joubert of Telfair Community Association ("TCA"); Mac McCune and Cris Meyer of Lake Management Services, L.P. ("Lake Management"); Mark McGrath of McGrath & Co., PLLC; Ed Pearson and Pallavic Gnnali, residents of the District; and Lynne B. Humphries and Nikole Cales of Allen Boone Humphries Robinson LLP ("ABHR").

MINUTES

The Board reviewed the minutes of the April 12, 2018, regular meeting. After review and discussion, Director Ming moved to approve the minutes of the April 12, 2018, regular meeting as submitted. Director Gornet seconded the motion, which passed unanimously.

PUBLIC COMMENTS

There were no public comments.

ACCEPT RESIGNATION AND APPROVE SWORN STATEMENT, OFFICIAL BOND,  
AND OATH OF OFFICE

Ms. Humphries read a statement submitted by Mr. David Lawrence noting his resignation from the Board of Directors of the District and his appreciation for the time he served. The Board acknowledged and thanked Director Lawrence for his years of service and dedication to the District. Ms. Humphries reported Fort Bend County Commissioners Court appointed Vibhor Mehrotra on April 24, 2018, to fill the vacant

position and serve as Director of the District for the remainder of the four-year term ending April 24, 2022.

The Board reviewed the Sworn Statement, Official Bond, and Oath of Office for Vibhor Mehrotra. Following review and discussion, Director Gornet moved to approve the Sworn Statement, Official Bond, and Oath of Office for Vibhor Mehrotra and direct that the documents be filed appropriately and retained in the District's official records. Director Ming seconded the motion, which carried unanimously.

#### REORGANIZE THE BOARD OF DIRECTORS

The Board considered reorganizing the Board of Directors as follows:

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

Upon a motion made by Director Gornet and seconded by Director Ming, the Board of Directors voted unanimously to reorganize the Board.

#### DISTRICT REGISTRATION FORM

The Board considered approving the District Registration Form, updated to reflect the new term and position of Director Mehrotra. After review and discussion, Director Gornet moved to authorize the execution of the District Registration Form and direct that the Registration Form be filed appropriately and retained in the District's official records. Director Ming seconded the motion, which passed unanimously.

#### OPEN MEETINGS ACT AND PUBLIC INFORMATION ACT TRAINING REQUIREMENTS

Ms. Humphries discussed training requirements for new Director Mehrotra related to the Texas Open Meetings Act and the Texas Public Information Act.

#### CONFLICT OF INTEREST DISLCOSURE REQUIRED UNDER CHAPTER 176 OF THE TEXAS LOCAL GOVERNMENT CODE, INCLUDING REVIEW OF DISCLOSURE FORMS ADOPTED BY THE TEXAS ETHICS COMMISSION AND LIST OF LOCAL GOVERNMENT OFFICERS

Ms. Humphries reviewed a memorandum regarding the requirement for directors and consultants to disclose certain conflicts of interest. She presented to Director Mehrotra copies of the forms adopted by the Texas Ethics Commission for making disclosures under Chapter 176, and noted that the forms are required to be filed with the records administrator for the District within seven days of a disclosable conflict arising. Ms. Humphries encouraged Director Mehrotra and the other Board members

to contact ABHR if assistance is needed in determining whether a conflict requires disclosure or in making a required disclosure.

The Board reviewed the list of 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 Ming seconded the motion, which passed unanimously.

#### APPROVE AUDIT FOR FISCAL YEAR END DECEMBER 31, 2017

Mr. McGrath presented and reviewed the District's audit for the fiscal year ending December 31, 2017. After review and discussion, Director Gornet moved to approve the District's audit for the fiscal year ending December 31, 2017, subject to final review, and direct that it be filed appropriately and retained in the District's official records. Director Ming seconded the motion, which passed unanimously.

#### 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

Mr. Meyer stated Lake Management performed an inspection of the area where a car went into the pond and reported there was no damage to the fountain. Mr. McCune further updated the Board regarding the car incident.

Mr. Meyer stated the apple snail treatment applied last year seems to be effective.

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

Mr. Koehl presented and reviewed the maintenance and mowing report, a copy of which is attached. After review and discussion, Director Gornet moved to approve the maintenance and mowing report. Director Lawrence seconded the motion, which passed unanimously.

#### SUGAR LAND AMBASSADOR PROGRAM - BRAZOS RIVER EROSION STUDY

Director Gornet updated the Board regarding the City of Sugar Land Brazos river erosion study.

## 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 discussed possible drainage improvements and reviewed a proposed capital improvement plan, a copy of which is attached to the engineer's report. Discussion ensued regarding the proposed improvements and prioritization of the same. He reviewed proposals to increase pumping capacity. The Board concurred to further discuss this matter at the next meeting.

Mr. Kelly discussed sloughing on Ditch H. Director Gornet stated Fort Bend County Drainage District plans to install additional sheet piling. Mr. Perry stated the sloughing is only on the ditch and does not impact the District's levee.

Mr. Kelly presented a draft of the updated Emergency Action Plan ("EAP"). The Board concurred to defer approval of the EAP.

Mr. Kelly recommended approval of various irrigation repairs in the amount of \$1,522.79. He noted Ridgewood will no longer send repairs to the TCA for submittal to the District and will invoice the District directly per the agreement in place with Ridgewood.

After review and discussion, Director Ming moved to (1) approve the engineer's report and (2) approve the irrigation repairs in the amount of \$1,522.79 to be completed by Ridgewood per their agreement. Director Mehrotra seconded the motion, which passed unanimously.

## PARK MAINTENANCE

Mr. Kelly stated the surplus park bonds application was submitted and has been declared administratively complete by the Texas Commission on Environmental Quality.

## DEVELOPMENT IN THE DISTRICT

The Board discussed development in the District.

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

The Board reviewed a report regarding maintenance and facility repairs performed during the previous month, a copy of which is attached.

Mr. Perry updated the Board regarding the nutria trapping and inquired if the Board would like to continue.

Mr. Perry stated the Tiger Dam trailer has been ordered and expected to be complete in approximately four months, but noted all necessary equipment will arrive prior to Hurricane season.

Mr. Perry updated the Board regarding the tracking of the Brazos River erosion. He noted there has been significant erosion observed but does not appear to be close enough to impact the levee at this time. He stated LMS will continue to monitor the erosion and update the Board.

Mr. Perry stated the outfall structure wall at storm water pump station no. 1 needs pressure grouted in an amount not to exceed \$4,000.

After review and discussion, Director Ming moved to approve the operator's report; (2) approve the outfall structure repair in an amount not to exceed \$4,000; and (3) suspend nutria trapping at this time. Director Gornet seconded the motion, which passed unanimously.

FINANCIAL AND BOOKKEEPING MATTERS, INCLUDING PAYMENT OF THE BILLS, REVIEW OF INVESTMENTS, BUDGET COMPARISON

Ms. Garcia 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 Ming seconded the motion, which passed unanimously.

RECEIVE PRESENTATION FROM MASTERSON ADVISORS, LLC

The Board concurred to defer this item.

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 April, 2018, and the bills for payment from the tax account, a copy of which is attached. She stated 98.78% 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 Ming seconded the motion, which passed by unanimous vote.

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

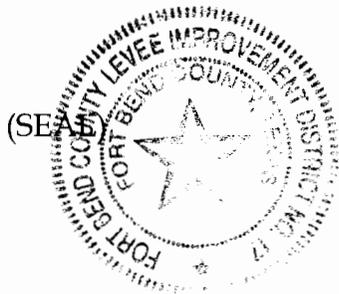
Director Gornet stated the Fort Bend Flood Management Association ("FBFMA") will meet tomorrow at 12:00 p.m. and noted he plans to attend.

Ms. Humphries updated the Board regarding Association of Water Board Director and National Association of Flood and Stormwater Management Agencies conferences.

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

There were no updates regarding this matter.

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

LIST OF ATTACHMENTS TO MINUTES

	Minutes
	<u>Page</u>
Maintenance and mowing report, .....	3
Engineer's report from LJA .....	4
Report regarding maintenance and facility repairs .....	4
Bookkeeper's report.....	5
Tax assessor/collector's report.....	5