

MINUTES  
FORT BEND COUNTY LEVEE IMPROVEMENT DISTRICT NO. 17

June 14, 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 14th day of June, 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 Jimmy Thompson and Ross Autrey of Levee Management Services, LLC ("LMS"); Chris LeBlanc of LJA Engineering, Inc. ("LJA"); Kristi Hebert of Tax Tech, Inc.; Karrie Kay of Myrtle Cruz, Inc.; Julie Peak of Masterson Advisors LLC; Ally Long and Tony Joubert of Sterling Association Services, Inc.; Ed Pearson, resident 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 May 10, 2018, regular meeting. After review and discussion, Director Gornet moved to approve the minutes of the May 10, 2018, regular meeting as submitted. Director Ming seconded the motion, which passed unanimously.

RECEIVE PRESENTATION FROM MASTERSON ADVISORS, LLC

Ms. Peak stated she resigned from Hilltop Securities, Inc. ("Hilltop"), and has joined a new financial advisory company, Masterson Advisors LLC ("Masterson"). She discussed the new company and requested that the Board consider terminating the Hilltop Agreement and approving a new Financial Advisory Contract with Masterson for Masterson to serve as financial advisor for the District. Upon a motion made by Director Gornet and seconded by Director Ming, the Board voted unanimously to terminate the District's agreement with Hilltop and engage Masterson as the District's new financial advisor.

PUBLIC COMMENTS

There were no public comments.

## UPDATE ON WEBSITE AND APPROVE POSTINGS

Ms. Humphries discussed a hurricane awareness posting to the website the Telfair MUDs have approved to their website. Upon a motion made by Director Gornet and seconded by Director Ming, the Board voted unanimously to authorize a hurricane awareness posting to 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

The Board took no action regarding this item.

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

The Board 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 Ming seconded the motion, which passed unanimously.

## ENGINEERING MATTERS

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

Mr. LeBlanc 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.

Ms. Peak discussed the District's financials and the necessity for the District to maintain a healthy cash balance since the District's only source of revenue is taxes. She discussed possible emergency improvements which the District would need to fund at that time, so cash reserves need to be available for such instances. Ms. Peak discussed the District's current operating fund balance, and use of funds available in combination with a possible bond issue to fund projects included in the capital improvement plan. The Board concurred to hold a special meeting to discuss the capital improvement financing plan on Friday, July 20, 2018, at 11:00 a.m.

Mr. LeBlanc presented a draft of the updated Emergency Action Plan ("EAP").

After review and discussion, Director Gornet moved to (1) approve the engineer's report and (2) approve the updated EAP. Director Mehrotra seconded the motion, which passed unanimously.

### PARK MAINTENANCE

The Board reviewed the June memorandum from the TCA, a copy of which is attached. After review and discussion, Director Gornet moved to: (1) approve item no. 1 for the brick restoration in the amount of \$1,780; (2) approve item no. 2 in the amount of \$3,500 to pressure wash and repaint benches throughout the Telfair community on District property; (3) approve item no. 3 in the amount of \$950 to pressure wash Telfair community structures on District property; (4) approve item no. 4 in the amount of \$7,500, awarded to McKenna based on the TCA's recommendation, for the pressure washing and re-staining of 50 garbage receptacles; (5) approve item no. 5 in the amount of \$4,864.11 to replace 19 landscape lights; (6) authorize reimbursement to the TCA for installation of landscape lights at Telfair Boulevard and Addison Avenue in the amount of \$145.55 and repair and repainting of a wrought iron fence in the amount of \$1,700; and (7) authorize the resident fence installation/ repair at 1623 Ralston Branch Way, as requested. Director Ming seconded the motion, which passed unanimously.

The Board discussed the resident request received via the District's website regarding the installation of more drinking fountains in the Telfair community, around and near the District's lakes and trails. A copy of the request is attached. Director Gornet discussed the City of Sugar Land's requirements for water fountain installation. The Board reviewed a District map and discussed possible locations for water fountains. After discussion, the Board concurred to install approximately ten water fountains at various locations and requested the District's engineer prepare a proposal based on feasibility of already installed water lines around and near the District's facilities. Discussion ensued regarding ongoing maintenance of the water fountains and the Board requested ABHR contact Ridgewood regarding a proposal for regular water fountain maintenance for discussion next month.

### 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

Mr. Autrey reviewed a report regarding maintenance and facility repairs performed during the previous month, a copy of which is attached. He reported the Tiger Dam Trailer has been ordered and should be complete within the next few months. Mr. Autrey noted the District will have access to its Tiger Dams before the trailer is complete, should they be needed.

Mr. Autrey reported the District's Federal Emergency Management claim is still pending.

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

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

Ms. Kay reviewed the bookkeeper's report, including payment of bills, and review of investments, copies of which are attached. Following review and discussion, Director Ming moved to approve the bookkeeper's report, including payment of the bills. Director Mehrotra seconded the motion, which passed unanimously.

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 May, 2018, and the bills for payment from the tax account, a copy of which is attached. She stated 98.92% 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 Mehrotra 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.

AUTHORIZE DELINQUENT TAX ATTORNEY TO PROCEED WITH THE COLLECTION OF DELINQUENT TAXES

Ms. Humphries stated the District's delinquent tax attorney can begin collection of property taxes that are delinquent as of July 1, 2018. After discussion, Director Mehrotra moved to authorize the delinquent tax attorney to proceed with the collection of delinquent 2017 taxes. Director Ming seconded the motion, which passed unanimously.

ATTORNEY'S REPORT

APPROVE ANNUAL REPORT AND AUTHORIZE FILING OF SAME IN ACCORDANCE WITH THE DISTRICT'S CONTINUING DISCLOSURE OF INFORMATION AGREEMENT AND AS REQUIRED BY SEC RULE 15c2-12

Ms. Humphries reviewed the annual report containing updated financial and operating data to be filed in accordance with the continuing disclosure provisions contained in the bond resolutions. She stated that the District is required to file certain financial and operating data with the Electronic Municipal Market Access System ("EMMA"). Following review and discussion, Director Gornet moved to approve the

Annual Report subject to finalization, authorize the attorney to submit the District's most recent official statement to comply with the continuing disclosure provisions contained in the bond resolutions, through EMMA, and direct that the Report be filed appropriately and retained in the District's official records. Director Ming seconded the motion, which passed unanimously.

ANNUAL REVIEW OF PROCEDURES FOR CONTINUING DISCLOSURE COMPLIANCE

The Board reviewed the procedures for Continuing Disclosure Compliance and concurred no changes are necessary at this time.

REQUEST COMMISSIONER'S COURT OF FORT BEND COUNTY TO APPOINT DIRECTORS TO FORT BEND LEVEE IMPROVEMENT DISTRICT NO. 17 BOARD OF DIRECTORS AND AUTHORIZE PREPARATION OF DRAFT ORDER

Ms. Humphries stated the District's directors' terms expire July 9, 2018 and noted for District record-keeping purposes, it is helpful to have an order from the Fort Bend County Commissioners Court ("FBCCC") appointing directors to ensure all dates and information are accurate. Upon a motion made by Director Gornet and seconded by Director Ming, the Board authorized preparation and submittal of an order to FBCCC for reappointment of Directors Gornet, Ming and Mehrotra.

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

There was no discussion regarding this matter.

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

Director Gornet discussed City's Brazos River erosion study and it's continued monitoring of the erosion and possible improvements to prevent further erosion.

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

(SEAL)



  
Secretary, Board of Directors

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