

MINUTES
FORT BEND COUNTY LEVEE IMPROVEMENT DISTRICT NO. 17

August 9, 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 9th day of August, 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 of Levee Management Services, LLC ("LMS"); Jason Kelly and Chris LeBlanc of LJA Engineering, Inc. ("LJA"); Kristi Hebert of Tax Tech, Inc.; Christina Perry of Myrtle Cruz, Inc.; Christine Crotwell and Julie Peak of Masterson Advisors LLC; Aly Long and Tony Joubert of Sterling Association Services, Inc.; Bo Willis and Casey Fletcher of Lake Management Services, L.P.; and Lynne B. Humphries, Whitney V. Higgins and Nikole Cales of Allen Boone Humphries Robinson LLP ("ABHR").

MINUTES

The Board reviewed the minutes of the July 20, 2018, special meeting. After review and discussion, Director Ming moved to approve the minutes of the July 20, 2018, special meeting as submitted. Director Mehrotra seconded the motion, which passed unanimously.

PUBLIC COMMENTS

Ms. Long stated Telfair Community Association ("TCA") Board requested clarification regarding emergency repairs. Ms. Cales stated the Board has requested TCA send regular repairs via the monthly TCA memorandum and only submit emergency repairs that need to be addressed immediately for reimbursement as opposed to requesting approval prior to commencing work.

UPDATE ON WEBSITE AND APPROVE POSTINGS

There were no updates 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, L.P.

Mr. Fletcher updated the Board regarding lake maintenance matters.

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 Ming moved to approve the maintenance and mowing report. Director Mehrotra 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 recommended the Board approve irrigation repairs totaling \$1,512.81 which were completed by Ridgewood per the District's agreement.

Mr. Kelly updated the Board regarding the preparation of the Capital Improvement Plan.

Mr. Kelly updated the Board regarding the surplus park bond funds application.

Mr. LeBlanc updated the Board regarding the design and installation of additional drinking water fountains. The Board reviewed the proposed locations and design options for 11 fountains. Mr. Kelly stated a rough estimate for all of the fountains plus installation is approximately \$80,000. Mr. Kelly stated the City of Sugar Land ("City") must approve the plans and specifications. Discussion ensued regarding possible cost savings of purchasing fountains outright and then having them installed. The Board requested Mr. Kelly look into possibly purchasing the drinking fountains on Buy Board or a similar government purchasing pool.

After review and discussion, Director Ming moved to (1) approve the engineer's report; (2) authorize revised drinking water fountain plans; and (3) approve irrigation repairs totaling \$1,512.81 which were completed by Ridgewood. Director Mehrotra seconded the motion, which passed unanimously.

The Board discussed capital improvement items, the use of gator pumps, and the cost to store and maintain the gator pumps versus installation at a permanent pump station.

The Board requested a comparison of long-term cost analysis for each. Discussion ensued regarding the quality of temporary equipment versus permanent pump station equipment. Director Mehrotra requested a cost estimate to lease/reserve temporary pumps for use when needed. Discussion ensued regarding doubling the District's current pumping capacity, which would be slightly over a ten-year event. The Board requested Mr. Kelly present pricing for pumps that can accommodate a 25-year event.

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. Perry 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 delivered and should be complete within the next few months.

Mr. Perry 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. Perry 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.

PARK MAINTENANCE

The Board reviewed the July memorandum from the TCA, a copy of which is attached. After review and discussion, Director Ming moved to approve item no. 1 for the brick fence restoration at 7402 Furman Way in the amount of \$1,180. 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 August, 2018, and the bills for payment from the tax account, a copy of which is

attached. She stated 99.25% 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 Ming moved to approve the tax assessor/collector's report and payment of the tax bills. Director Mehrotra seconded the motion, which passed by unanimous vote.

DISCUSS 2018 TAX RATE, SET PUBLIC HEARING DATE, AND AUTHORIZE NOTICE OF PUBLIC HEARING REGARDING ADOPTION OF TAX RATE

Ms. Crotwell presented and reviewed a debt service tax rate analysis, recommending the District levy a 2018 debt service tax rate of \$0.27. A copy of the analysis is attached. She reviewed projected maintenance and operations revenue for maintenance and operations tax rate. The Board discussed the proposed 2018 tax rate. After review and discussion, Director Gornet moved to authorize the tax assessor/collector to publish notice of a public hearing on September 13, 2018, in the *Fort Bend Independent* regarding the Board's adoption of a maximum 2018 tax rate of \$0.57 per \$100 of assessed valuation, with \$0.27 allocated for debt service and \$0.30 allocated for operations and maintenance. Director Ming seconded the motion, which passed unanimously.

ATTORNEY'S REPORT

Ms. Higgins stated the *Houston Chronicle* requested additional information for an upcoming article. She stated some requested required the creation of documents or direct answers, while other requests could be handled by sending responsive documents. The Board reviewed various requested and directed ABHR to send the responsive documents, but not create additional documents or answer specific questions.

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

Director Gornet stated the Federal Flood Insurance program has been extended.

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

Director Gornet updated the Board regarding Fort Bend County Drainage District's continuing installation of sheet piling to prevent sloughing in Ditch H.

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

(SEAL)



Secretary, Board of Directors

LIST OF ATTACHMENTS TO MINUTES

	Minutes
	<u>Page</u>
Maintenance and mowing report,	2
Engineer's report from LJA	2
Report regarding maintenance and facility repairs	3
Bookkeeper's report.....	3
TCA Memorandum	3
Tax assessor/collector's report.....	3
Tax rate analysis.....	4