

MINUTES
FIRST COLONY LEVEE IMPROVEMENT DISTRICT
OF FORT BEND COUNTY, TEXAS

October 12, 2018

The Board of Directors (the "Board") of First Colony Levee Improvement District of Fort Bend County, Texas (the "District"), convened in regular session, open to the public, on the 12th day of October, 2018, outside the boundaries of the District, at the offices of Allen Boone Humphries Robinson LLP, 3200 Southwest Freeway, Suite 2400, Houston, Texas, 77027, and the roll was called of the members of the Board:

Scott Jacobson	President
Richard E. Sherrill	Vice President/ Assistant Secretary
Debra Coffman	Secretary

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

Also present at the meeting were Patty Rodriguez of Bob Leared Interests, Inc.; Carol Rochetti of Municipal Accounts & Consulting, L.P.; Mike Thelen of LID Solutions, LLC ("LID Solutions"); Greg Frank of Costello, Inc. ("Costello"); and Angela Lutz and Anne-Marie Bradford of Allen Boone Humphries Robinson LLP ("ABHR").

MINUTES

The Board considered approving the minutes of the September 21, 2018, regular meeting. Following review and discussion, Director Coffman made a motion to approve the minutes, as presented. Director Sherrill seconded the motion, which passed unanimously.

PUBLIC COMMENTS

The Board did not receive any public comments.

DISTRICT WEBSITE

Ms. Lutz reviewed a website analytics report for the month of September, 2018, a copy of which is attached. The Board discussed updates to the District website and the scheduled quarterly email blast to website email subscribers and concurred to send out an email, as planned, including a reminder about the upcoming Fort Bend County FloodWarn Seminar on October 17, 2018.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Rochetti distributed and reviewed the bookkeeper's report, including the list of checks presented for approval. A copy of the bookkeeper's report is attached.

Ms. Rochetti then presented an Amended and Restated Agreement for Bookkeeping Services (the "Amended Agreement") for the Board's consideration. She stated the Amended Agreement includes an increase to the bookkeeper's base rate from \$1,050 to \$1,150 per month and an increase to the bookkeeper's hourly rate from \$25 to \$100 per hour. Ms. Lutz stated the Amended Agreement has been reviewed and approved by ABHR.

Following review and discussion, Director Jacobson made a motion to approve the bookkeeper's report, including paying the District's bills, and to approve the Amended and Restated Agreement for Bookkeeping Services. Director Coffman seconded the motion, which passed unanimously.

ANNUAL REVIEW OF INVESTMENT POLICY

The Board conducted its annual review of the District's Investment Policy and Ms. Lutz and Ms. Rochetti both stated they had no recommendations for changes to the Investment Policy. Ms. Lutz then presented a Resolution Regarding Annual Review of Investment Policy. After review and discussion, Director Jacobson moved to adopt the resolution and direct that it be filed appropriately and retained in the District's official records. Director Coffman seconded the motion, which passed unanimously.

RESOLUTION ESTABLISHING THE AUTHORIZED DEPOSITORY INSTITUTIONS AND ADOPTING LIST OF QUALIFIED BROKER/DEALERS WITH WHOM THE DISTRICT MAY ENGAGE IN INVESTMENT TRANSACTIONS

The Board considered adopting a Resolution Establishing the Authorized Depository Institutions and Adopting a List of Qualified Broker/Dealers with whom the District may engage in Investment Transactions, updated to reflect the banks with whom the District may conduct business. Following review and discussion, Director Jacobson moved to adopt the resolution and direct that the resolution be filed appropriately and retained in the District's official records. Director Coffman seconded the motion, which passed unanimously.

TAX ASSESSOR/COLLECTOR'S REPORT

Ms. Rodriguez distributed and reviewed the tax assessor/collector's reports for the month of September, 2018, a copy of which is attached. Following review and discussion, Director Jacobson made a motion to approve the tax assessor/collector's report. Director Sherrill seconded the motion, which passed unanimously.

PUBLIC HEARING REGARDING 2018 TAX RATE

The Board opened the public hearing regarding the adoption of the proposed 2018 tax rate of \$0.1462 per \$100 of assessed valuation for maintenance and operations. There being no members of the public in attendance who wished to address the Board, the public hearing was closed. Discussion ensued among the Board members and they concurred to set the tax rate at \$0.1462. Ms. Lutz reviewed the Order Levying Taxes and an Amendment to Information Form reflecting the new tax rate to be filed with the Texas Commission on Environmental Quality and recorded in the Official Public Records of Fort Bend County. After review and discussion, Director Jacobson moved to adopt the Order Levying Taxes, reflecting a 2018 tax rate of \$0.1462 per \$100 of assessed valuation for maintenance and operations expenditures, authorize execution of the Amendment to Information Form, and direct that both documents be filed appropriately and retained in the District's official records. Director Sherrill seconded the motion, which passed by unanimous vote. The Board confirmed its intention that the 2018 tax levy includes a maintenance tax component for the fiscal year ending July 31, 2019.

MS4 STORM WATER MANAGEMENT PLAN

There was no discussion on this item.

OPERATOR'S REPORT

Mr. Thelen presented and reviewed the operator's report regarding general mowing, maintenance, weather watch, and turf management, a copy of which is attached. He then reviewed the monthly shared perimeter levee report, which is included in the operator's report.

Mr. Thelen reported all location marker signs have been installed along the earthen levee. Discussion ensued regarding protecting the signs from potential damage caused by lawn mowers and Mr. Thelen stated he will research options and report back to the Board.

Mr. Thelen reported that a hinge broke on the gate at the east levee and stated he will provide a quote for repairing the gate at the next meeting.

Director Coffman reported on drainage issues on the sidewalk surrounding the large detention pond in the District. She stated someone has been digging a trench from the sidewalk to the detention pond to allow standing water to drain. Discussion ensued regarding repairing the swale to improve drainage in the area.

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

EASEMENTS AND DEEDS

There was no discussion regarding this matter.

ENGINEER'S REPORT

Mr. Frank presented and reviewed an engineering report, a copy of which is attached, including a prioritized list of proposed capital improvement projects. He discussed each project and the estimated costs. Mr. Frank reported that pursuant to ATLAS 14, the 100-year rainfall event has been updated from 12.5 inches in a 24 hour period to 16.5 inches in a 24 hour period for Fort Bend County. He stated this change will have an effect on the proposed projects, which he is currently researching.

Mr. Frank updated the Board on the status of the proposed closure of the Flat Bank Creek diversion channel project and the proposed construction of the Lost Creek Pump Station. He stated he is investigating the effects of the 100-year event change on these projects.

Mr. Frank updated the Board on the status of the outfall ditch slope paving and detention pond expansions, noting these projects may also be affected by the 100-year event change. He stated the levee may need to be raised to meet future Federal Emergency Management Agency regulations.

After discussion and review, Director Jacobson moved to (1) approve the engineer's report and (2) authorize the engineer to design the following projects from the list of proposed capital improvements: (a) the erosion protection at upstream side of Ditch "B" sheetpile outfall project and (b) the sheetpile at Ditch "B" outfall re-coating project. Director Coffman seconded the motion, which passed unanimously.

AGENDA ITEMS FOR NEXT MEETING

The Board discussed agenda items for the next Board meeting and concurred to meet next on November 9, 2018, at 8:00 a.m. in the District to inspect the levee.

FORT BEND FLOOD MANAGEMENT ASSOCIATION ("FBFMA") MEETINGS AND UPDATES AND NATIONAL FLOOD INSURANCE PROGRAM ("NFIP") LEGISLATION

There was no discussion on this item.

EMERGENCY ACTION PLANNING

There was no discussion on this item.

FORT BEND COUNTY FLOOD MITIGATION PROJECT SURVEY

There was no further discussion on this item.

Director Coffman left the meeting.

RENEWAL OF DIRECTOR'S TERM OF OFFICE FROM FORT BEND COUNTY COMMISSIONERS COURT

Ms. Lutz reviewed a Resolution Requesting Commissioners Court of Fort Bend County to Appoint a Director to the Board of Directors for the District requesting that Director Jacobson be appointed for a new term to expire on February 27, 2023. Following review and discussion, Director Sherrill made a motion to approve the resolution and to authorize ABHR to request renewal of Director's term from the Fort Bend County Commissioners Court. Director Jacobson seconded the motion, which passed unanimously.

There being no further business to come before the Board, the meeting was adjourned.


Secretary, Board of Directors

(SEAL)



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