

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

May 17, 2019

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 17th day of May, 2019, 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 Rick Ramirez of the City of Sugar Land (the "COSL"); Danielle Saldua-Garrison from the Fort Bend County Commissioners Court, Precinct 4; Patty Rodriguez of Bob Leared Interests, Inc.; Cynthia Colondres of Municipal Accounts & Consulting, L.P.; David Beyer of Storm Water Solutions; Mike Thelen and Jason Klump of LID Solutions, LLC ("LID Solutions"); Jeff Ebersole of Costello, Inc. ("Costello"); Greg Frank of Costello, via telephone; and Angie Lutz and Anne-Marie Bradford of Allen Boone Humphries Robinson LLP ("ABHR").

MINUTES

The Board considered approving the minutes of the April 12, 2019, regular meeting, and the January 8, 2019, and April 16, 2019, perimeter levee special meetings. Following review and discussion, Director Coffman made a motion to approve the minutes, as presented. Director Jacobson seconded the motion, which passed unanimously.

PUBLIC COMMENTS

Mr. Ramirez provided an update from the COSL and thanked the Board for its coordination during the May 7, 2019, heavy rain event. Discussion ensued regarding the District's feedback to the COSL regarding communication improvement during heavy rain events. Mr. Ramirez stated the COSL is holding a hotwash meeting to discuss the recent heavy rain events on Wednesday, May 22, 2019, at 1:30 P.M. at the Fort Bend County annex.

## FORT BEND COUNTY COMMISSIONERS COURT

Ms. Garrison provided an update from Commissioner DeMerchant regarding the recent heavy rain event and thanked the District for its coordination during same.

## MS4 STORM WATER MANAGEMENT PLAN

Mr. Beyer discussed the proposed Notice of Intent ("NOI") and Storm Water Management Program ("SWMP") prepared for the District in accordance with the requirements set forth in the TPDES General Permit No. TXR040000. He discussed the goals and responsibilities identified in the SWMP for future implementation during the five-year permit term and distributed copies of minimum control measures and elements included in the SWMP, copies of which are attached. Following review and discussion, Director Jacobson moved to approve the NOI and SWMP, authorize submittal to the TCEQ, and direct that the NOI and SWMP be filed appropriately and retained in the District's official records. Director Coffman seconded the motion, which was approved by unanimous vote.

## DISTRICT WEBSITE

The Board reviewed a website analytics report for the month of April, 2019, a copy of which is attached, and discussed updates to the District website.

## FINANCIAL AND BOOKKEEPING MATTERS

Ms. Colondres distributed and reviewed the bookkeeper's report, including the list of checks presented for approval and a quarterly investment report. A copy of the bookkeeper's report is attached. She then presented and reviewed the proposed budget for the fiscal year ending July 31, 2020, and requested comments before the next meeting. Following review and discussion, Director Jacobson moved to approve the bookkeeper's report; and payment of the District's bills. Director Sherrill seconded the motion, which passed unanimously.

## TAX ASSESSOR/COLLECTOR'S REPORT

Ms. Rodriguez distributed and reviewed the tax assessor/collector's report for April, 2019, copy of which is attached. Following review and discussion, Director Sherrill moved to approve the tax assessor/collector's reports. Director Coffman seconded the motion, which passed unanimously.

## 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. The Board considered removing the monthly shared perimeter levee report from the District's regular meeting operator's reports, noting that it will be presented and reviewed at the quarterly perimeter levee meetings.

Mr. Thelen then provided an update regarding the estimated cost of the rutted areas on the top of the south levee that are holding rain water.

The Board discussed scheduling a tour of the levee for June 25, 2019.

Mr. Thelen then discussed the Fort Bend County Office of Emergency Management functional exercise held on April 26, 2019.

After review and discussion, Director Jacobson moved to approve the operator's report and to authorize the operator to remove the monthly shared perimeter levee report from the regular meeting operating report. Director Sherrill seconded the motion, which passed unanimously.

#### ENGINEER'S REPORT

Mr. Ebersole presented and reviewed an engineering report, a copy of which is attached. He provided an update on the Steepbank Creek Watershed study, the status of the Lin tract development, and the status of the plans for the potential Flat Bank Creek Closure project.

Mr. Ebersole then updated the Board on the status of the outfall ditch slope paving and detention pond expansions and the design of the Ditch "B" outfall structure slope paving project. He stated the outfall ditch slope paving project is on hold pending completion of the model. Mr. Frank reported that the Ditch "B" outfall structure slope paving project is underway and requested authorization to coordinate with the COSL and Fort Bend County (the "County") to install rain elevation gauges at the Ditch "B" and Steepbank Creek outfalls. After discussion, the Board authorized Costello to coordinate with the COSL and the County to provide a cost estimate.

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

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

The Board discussed FBFMA matters.

#### EMERGENCY ACTION PLANNING

The Board discussed potential updates to the District's Emergency Action Plan.

AGENDA ITEMS FOR NEXT MEETING

The Board discussed agenda items for the next Board meeting and concurred to hold a tour of the District's facilities on June 25, 2019, at 8:00 A.M. and the next regular meeting on June 28, 2019, at 9:00 A.M. at ABHR.

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

*D.M. Goffman*  
Secretary, Board of Directors

(SEAL)



LIST OF ATTACHMENTS TO MINUTES

	Minutes
	<u>Page</u>
Website analytics reports.....	2
Bookkeeper's Report .....	2
Tax Assessor/Collector's Reports .....	2
Operator's report .....	2
Engineering report.....	3