

## **FORT BEND COUNTY LEVEE IMPROVEMENT DISTRICT NO. 7**

### **Minutes of Meeting of Board of Directors July 3, 2025**

The Board of Directors (the "Board") of Fort Bend County Levee Improvement District No. 7 (the "District") met in regular session at 445 Commerce Green Blvd, Sugar Land, Fort Bend County, Texas 77478, an official meeting place of the Board, on July 3, 2025, in accordance with the duly posted Notice of Public Meeting, and the roll was called of the duly constituted officers and members of the Board, as follows:

Cindy Picazo, Chairman  
Gerald Kazmierczak, Vice-Chairman  
Nathan Bedee, Secretary  
Susheem Mehta, Assistant Secretary  
James R. Grotte, Director

and all of said persons were present, except Directors Picazo and Kazmierczak, thus constituting a quorum.

Also present were: Phil Martin and Caitlin Cox of Mike Stone Associates, Inc. dba Guideline Management Services, Inc. ("MSA"); Craig Kalkomey of LJA Engineering, Inc. ("LJA"); Michael Brooks of Levee Management Services, LLC ("LMS"); Danae Dehoyos and Calep Estes of Touchstone District Services, LLC ("Touchstone"); Tina Tran of Forvis Mazars, LLP ("FM"); Dave Burdette and Diane Vargas of Fort Bend Mountain Bike Association ("FBMA"); and Christopher Skinner of Schwartz, Page & Harding, L.L.P. ("SPH").

In the absence of the Chairman and the Vice Chairman, Director Bedee moved that Director Grotte be appointed Chairman Pro Tempore. Director Mehta seconded said motion, which unanimously carried. The Chairman Pro Tempore called the meeting to order and declared it open for such business as might regularly come before the Board.

### **PUBLIC COMMENTS**

The Board began by opening the meeting for public comments. Mr. Burdette addressed the Board and discussed a possible agreement with the District regarding the bike trails on District property and potential involvement of City of Sugar Land concerning FBMA's trail usage. The Board discussed the matter and possibly being amenable to the FBMA's request for such an agreement.

### **MINUTES**

The Board deferred consideration of approval of the draft minutes of the Board meetings held on June 5, 2025, and June 17, 2025.

## **TAX ASSESSOR-COLLECTOR REPORT**

Mr. Skinner advised that Brittany Keeswood was unable to attend the meeting and presented to and reviewed with the Board the Tax Assessor-Collector Report (the "TAC Report") for the period ended June 30, 2025, prepared by Assessments of the Southwest, Inc., attached hereto as **Exhibit A**, including the disbursements presented for payment from the District's tax account, and a list of delinquent taxpayers. After discussion, Director Grotte moved that the TAC Report be approved and the disbursements identified therein be approved for payment from the District's tax account. Director Bedee seconded said motion, which unanimously carried.

## **DELINQUENT TAX COLLECTIONS REPORT**

The Board deferred consideration of the Delinquent Tax Report from Perdue, Brandon, Fielder, Collins & Mott L.L.P., the District's delinquent tax attorneys. Mr. Skinner informed the Board that the report is presented quarterly.

## **BOOKKEEPER'S REPORT**

Ms. Tran presented to and reviewed with the Board a Bookkeeper's Report, dated July 3, 2025, prepared by FM, attached hereto as **Exhibit B**. After discussion, Director Bedee moved that the Bookkeeper's Report be approved, and the checks and wires reviewed by the Board be authorized for payment. Director Mehta seconded said motion, which unanimously carried.

## **FINANCIAL MANAGEMENT PLAN**

It was noted this matter would be discussed further under Capital Improvements Projects later in the meeting.

## **STORM WATER MANAGEMENT PLAN ("SWMP")**

The Board deferred consideration of matters related to the District's Storm Water Management Plan.

## **STATUS OF NATIONAL FLOOD INSURANCE PROGRAM COMMUNITY RATING FOR NEW TERRITORY**

Mr. Martin reported on the status of National Flood Insurance Program Community Rating for New Territory.

## **FORT BEND LEVEE COALITION**

Mr. Martin and Director Kazmierczak reported on the status of activities of the Fort Bend Levee Coalition.

## **AMENDMENT TO PROFESSIONAL SERVICE CONTRACT**

The Board deferred consideration of approval of a First Amendment to Professional Service Contract with Si Environmental, LLC ("SE").

## **AMENDMENT TO (I) EMERGENCY ACTION PLAN AND (II) OPERATING AND MAINTENANCE MANUAL**

The Board deferred approval of an amendment to the District's (i) Emergency Action Plan and (ii) Operating and Maintenance Manual.

## **OPERATIONS AND MAINTENANCE REPORTS**

Mr. Brooks presented to and reviewed with the Board a written Operations and Maintenance Report dated July 3, 2025, attached hereto as **Exhibit C**, regarding maintenance performed on levee, pump station and drainage facilities throughout the District. Following discussion, Director Bedee moved to authorize LMS to proceed with the repair of the generator at the Stormwater Pump Station, as described in said report. Director Grotte seconded said motion, which unanimously carried.

Mr. Skinner advised that Rick Marriott was unable to attend the meeting and presented to and reviewed with the Board the Operations Report prepared by SE for the month of June 2025, relative to the District's Reclaimed Water System. A copy of such Operations Report is attached hereto as **Exhibit D**.

## **CAPITAL IMPROVEMENTS PROJECTS**

Mr. Martin presented to and discussed with the Board the General Manager's Report dated July 3, 2025, attached hereto as **Exhibit E**.

Mr. Kalkomey next presented to and reviewed with the Board an Engineering Report dated July 3, 2025, prepared by LJA, attached hereto as **Exhibit F**. Regarding the Reclaimed Water Project, following discussion, director Bedee moved to approve Pay Estimate No. 8 (Final) from Jerdon Enterprises, LP in the amount of \$72,164.49, as recommended by LJA. Director Kazmierczak seconded said motion, which unanimously carried.

## **ATTORNEY'S REPORT**

The Board next considered the Attorney's Report. In connection therewith, Mr. Skinner advised that he had nothing further of a legal nature to discuss with the Board at this time.

## **WEBSITE AND COMMUNICATION MATTERS**

Ms. Dehoyos presented to and reviewed with the Board Touchstone's Communications Report attached hereto as **Exhibit G**.

## **CLOSED SESSION**

The Chairman announced at 7:00 p.m. that the Board would convene in Closed Session pursuant to Texas Government Code, Sections 551.071 and 551.072. Those in attendance, with the exception of the Board, Ms. Cox, Mr. Martin, and Mr. Skinner exited at this time.

The Board reconvened in Regular Session at 7:40 p.m.

Regarding the District's possible acquisition of 35.73 acres of land in Fort Bend County, Texas, read aloud was a Motion for Authorization of the use of The Power of Eminent Domain. Following discussion, it was moved by Director Bedee, seconded by Director Mehta and unanimously carried, that the Board approve a Resolution Declaring the Existence of a Public Necessity and Authorizing Acquisition of Real Property by Donation, Purchase, or Exercise of the Power of Eminent Domain and authorize the Chairman Pro Tempore to execute and Secretary to attest to same, on behalf of the Board and the District, as described in **Exhibit H**. A copy of such Resolution is attached hereto as **Exhibit I**.

## **FUTURE AGENDA ITEMS**

The Board considered items for placement on future agendas.

## **ADJOURNMENT**

There being no further business to come before the Board, on motion made by Director Bedee, seconded by Director Mehta and carried unanimously, the meeting was adjourned.



  
Secretary  
Board of Directors

## **LIST OF ATTACHMENTS TO MINUTES**

EXHIBIT A	Tax Assessor/Collector Report
EXHIBIT B	Bookkeeper's Report
EXHIBIT C	LMS Operation and Maintenance Report
EXHIBIT D	SE Operations Report
EXHIBIT E	MSA Report
EXHIBIT F	LJA Report
EXHIBIT G	Communications Report
EXHIBIT H	Motion for Authorization of the Use of The Power of Eminent Domain
EXHIBIT I	Resolution Declaring the Existence of a Public Necessity and Authorizing Acquisition of Real Property by Donation, Purchase, or Exercise of the Power of Eminent Domain