

FORT BEND COUNTY LEVEE IMPROVEMENT DISTRICT NO. 7

Minutes of Meeting of Board of Directors March 6, 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 March 6, 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 Mehta and Grotte, thus constituting a quorum.

Also present were: Phil Martin and Caitlin Cox of Mike Stone Associates, Inc. ("MSA"); Craig Kalkomey of LJA Engineering, Inc. ("LJA"); Tyson Duncan of AECOM Technical Services, Inc. ("AECOM"); Brittany Keeswood of Assessment of the Southwest, Inc. ("ASW"); Jeff Perry of Levee Management Services, LLC ("LMS"); Rick Marriott of Si Environmental, LLC ("SE"); Danae Dehoyos, Calep Estes and Daenon Russell of Touchstone District Services, LLC ("Touchstone"); Tina Tran of Forvis Mazars, LLP ("FM"); Michael Walker, Executive Director of the New Territory Residential Community Association, Inc. ("NTRCA"); Tim Jahn of the City of Sugar Land Engineering Department; Sam Yager of Sam Yager, Inc.; Stephen Wilcox of Pape-Dawson Engineers, Inc.; and Christopher Skinner of Schwartz, Page & Harding, L.L.P. ("SPH").

The Chairman 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. No public comments were offered.

MINUTES

As the next order of business, the Board considered approving the draft minutes of the Board meetings held on February 6, 2025, and February 18, 2025. After discussion, Director Bedee moved to approve the draft minutes for the February 6, 2025 and February 18, 2025 meetings, as written. Director Kazmierczak seconded said motion, which carried unanimously.

TAX ASSESSOR-COLLECTOR REPORT

Ms. Keeswood next presented to and reviewed with the Board the Tax Assessor-Collector Report (the "TAC Report") for the period ended February 28, 2025, which report is 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 Bedee moved that the TAC Report be approved and the disbursements identified therein be approved for payment from the District's tax account. Director Kazmierczak seconded said motion, which unanimously carried.

ADOPTION OF RESOLUTION CONCERNING DEVELOPED DISTRICT STATUS FOR 2025 TAX YEAR

Mr. Skinner reminded the Board that the procedures involved in setting an ad valorem tax rate each year applicable to a particular district will depend, in part, upon whether it is determined to be a "Developed District" pursuant to Texas Water Code Section 49.23602. Mr. Skinner then reviewed with the Board a worksheet completed by LJA to assist the Board in making this determination, along with a Resolution Concerning Developed District Status for the 2025 Tax Year (the "Resolution"). The Resolution is attached hereto as **Exhibit B**, which reflects that the District shall not be considered a "Developed District" for tax year 2025. Following discussion, upon motion made by Director Bedee, seconded by Director Kazmierczak and unanimously carried, the Resolution was adopted by the Board.

DELINQUENT TAX COLLECTIONS REPORT

Mr. Skinner presented to and reviewed with the Board the Delinquent Tax Report from Perdue, Brandon, Fielder, Collins & Mott L.L.P., a copy of which is attached hereto as **Exhibit C**. Mr. Skinner noted that no action is required by the Board in connection with said report.

BOOKKEEPER'S REPORT

Ms. Tran presented to and reviewed with the Board a Bookkeeper's Report, dated March 6, 2025, prepared by FM, attached hereto as **Exhibit D**. After discussion, Director Bedee moved that the Bookkeeper's Report be approved, the checks and wires reviewed by the Board be authorized for payment, as discussed. Director Kazmierczak seconded said motion, which unanimously carried.

UNCLAIMED PROPERTY

The Board considered authorizing District consultants to research the District's accounts for unclaimed property and authorizing the District's bookkeeper to prepare an Unclaimed Property Report as of March 1, 2025. Mr. Skinner advised the Board that the District's consultants will review their records and provide the bookkeeper with a current listing of any unclaimed property in the District's accounts for preparation of the Unclaimed Property Report. He further advised the Board that the District's bookkeeper will file the report with the Comptroller of Public Accounts of the State of Texas (the "Comptroller") and discharge any unclaimed funds to the Comptroller by July 1, 2025. After discussion, Director Bedee moved that the consultants be authorized to

provide current listings of any and all unclaimed property to the bookkeeper and/or tax assessor-collector and that, should any unclaimed property exist, the bookkeeper and/or tax assessor-collector be authorized to file an Unclaimed Property Report with the Comptroller. Director Kazmierczak seconded said motion, which unanimously carried.

CRITICAL LOAD LIST

Mr. Skinner advised that state law requires the District to update its information identifying the location and description of facilities that have qualified for critical load status and its information regarding emergency contacts (a) annually to each electric utility that provides transmission and distribution service to the District and each retail electric provider that sells power to the District and (b) immediately upon any change in the information to the above entities, as well as to the Office of Emergency Management of Fort Bend County, the Public Utility Commission of Texas, and the Division of Emergency Management of the office of the Governor of the State of Texas. Following discussion, Director Bedee moved to authorize LMS to provide information regarding emergency contacts (i) annually to each electric utility that provides transmission and distribution service to the District and each retail electric provider that sells power to the District and (ii) immediately upon any change in the information to the above entities, as well as to the Office of Emergency Management of Fort Bend County, the Public Utility Commission of Texas, and the Division of Emergency Management of the Office of the Governor of the State of Texas. Director Kazmierczak seconded said motion, which unanimously carried.

RENEWAL OF DISTRICT INSURANCE POLICIES

The Board deferred consideration of renewal proposals for the District's insurance policies scheduled to expire March 31, 2025, pending receipt of a proposal from McDonald & Wessendorff.

FINANCIAL MANAGEMENT PLAN

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

STORM WATER MANAGEMENT PLAN ("SWMP")

The Board deferred consideration of any 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 reported on the status of activities of the Fort Bend Levee Coalition.

OPERATIONS AND MAINTENANCE REPORTS

Mr. Perry presented to and reviewed with the Board a written Operations and Maintenance Report dated March 6, 2025, attached hereto as **Exhibit E**, regarding maintenance performed on levee and drainage facilities throughout the District.

Mr. Marriott presented to and reviewed with the Board a written Operations Report prepared by SE for the month of February 2025, relative to the District's Reclaimed Water System. A copy of such Operations Report is attached hereto as **Exhibit F**.

Mr. Marriott exited the meeting at this time.

CAPITAL IMPROVEMENTS PROJECTS

Mr. Martin next presented to and discussed with the Board the General Manager's Report dated March 6, 2025, attached hereto as **Exhibit G**. Regarding the Brazos River Bank Erosion Control Project, Mr. Martin presented to and reviewed with the Board Change Order No. 2 from AECOM for extending the scope and contract time for completion in connection with the Professional Services Agreement for Engineering Services for said project. Mr. Martin also presented to and reviewed with the Board a proposal from LJA for landscape architecture services for the New Territory Sports Field Renovations project in connection with the Master Professional Services Agreement, as amended, between LJA and the District. Following discussion, Director Bedee moved to approve: (i) Change Order No. 2 in the amount of \$356,849.00 from AECOM, (ii) Pay Estimate No. 16 in the amount of \$150,439.82 from Texas Dewatering, LLC, and (iii) Change Order No. 5 from Texas Dewatering, LLC as a reduction in the amount of the contract by \$879,329.61, as recommended by MSA and AECOM. Director Kazmierczak seconded said motion, which unanimously carried. The Board deferred taking action on Change Order No. 6 from Texas Dewatering, LLC and the proposal from LJA for landscape architecture services related to the New Territory Sports Fields Renovations.

The Board concurred to hold a Community Engagement Event for the New Stormwater Pump Station with timing and details to be determined at the next meeting.

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. Russell presented to and reviewed with the Board Touchstone's Communications Report attached hereto as **Exhibit H**.

CLOSED SESSION

The Chairman announced at 6:30 p.m. that the Board would convene in Closed Session pursuant to Texas Government Code Section 551.071. Those in attendance, with the exception of the Board, Ms. Cox, Mr. Martin, Mr. Skinner, Mr. Wilcox and Mr. Yager exited at this time.

The Board reconvened in Regular Session at 7:38 p.m.

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 Kazmierczak and carried unanimously, the meeting was adjourned.




Secretary
Board of Directors

LIST OF ATTACHMENTS TO MINUTES

EXHIBIT A	Tax Assessor/Collector Report
EXHIBIT B	Resolution Concerning Developed District Status for the 2025 Tax Year
EXHIBIT C	Delinquent Tax Report
EXHIBIT D	Bookkeeper's Report
EXHIBIT E	LMS Operation and Maintenance Report
EXHIBIT F	SE Operations Report
EXHIBIT G	MSA Report
EXHIBIT H	Communications Report