

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

Minutes of Meeting of Board of Directors  
March 5, 2026

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 Boulevard, Sugar Land, Fort Bend County, Texas 77478, an official meeting place of the Board, on March 5, 2026, 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:

Gerald Kazmierczak, Chairman  
Nathan Bedee, Vice Chairman  
Susheem Mehta, Secretary  
James R. Grotte, Assistant Secretary

and all of said persons were present, thus constituting a quorum.

Also present were: Phil Martin and Caitlin Cox of Guideline Management Services, Inc. ("GMS"); Craig Kalkomey of LJA Engineering, Inc. ("LJA"); Tyson Duncan of AECOM Technical Services, Inc. ("AECOM"); Brittany Keeswood of Assessments of the Southwest, Inc. ("ASW"); Michael Brooks of Levee Management Services, LLC ("LMS"); Rick Marriott of Si Environmental, LLC ("SE"); Danae Dehoyos and Calep Estes of Touchstone District Services, LLC ("Touchstone"); Tina Tran of Forvis Mazars, LLP ("FM"); Todd Kelly, Executive Director, and Michael Wingard, Maintenance Manager, of the New Territory Residential Community Association, Inc. ("NTRCA"); and Sophia Wall 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 members of the public offered any public comments.

### **MINUTES**

As the next order of business, the Board considered approving the draft minutes of the Board meetings held on February 5, 2026, and February 17, 2026. It was noted that Mr. Martin requested revisions to the draft minutes of the February 17, 2026 meeting. After discussion, it was moved by Director Bedee, seconded by Director Mehta and unanimously carried, that the draft minutes for the February 5, 2026, meeting be approved, as written, and the February 17, 2026 meeting be approved, as revised.

## **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, 2026, 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, it was moved by Director Kazmierczak, seconded by Director Bedee and unanimously carried, that the TAC Report be approved and the disbursements identified therein be approved for payment from the District's tax account.

## **DELINQUENT TAX COLLECTIONS REPORT**

Ms. Wall presented to and reviewed with the Board the Delinquent Tax Collections Report from Perdue, Brandon, Fielder, Collins & Mott L.L.P., a copy of which is attached hereto as **Exhibit B**. Ms. Wall 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 the Bookkeeper's Report, dated March 5, 2026, prepared by FM; the report is attached hereto as **Exhibit C**. After discussion, it was moved by Director Bedee, seconded by Director Mehta and unanimously carried, that the Bookkeeper's Report be approved, and the checks and wires reviewed by the Board be authorized for payment.

## **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, 2026. Ms. Wall 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. She 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, 2026. After discussion, it was moved by Director Bedee, seconded by Director Mehta and unanimously carried, 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.

## **CRITICAL LOAD LIST**

Ms. Wall 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. After discussion, it was moved by Director Bedee, seconded by Director Kazmierczak and unanimously carried, that LMS be authorized 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.

### **ANNUAL REVIEW OF SURVEY OF WAGE RATE SCALES AND ADOPTION OF RESOLUTION ADOPTING PREVAILING WAGE RATE SCALE FOR CONSTRUCTION PROJECTS**

The Board next considered the review of an annual survey of prevailing wage rates for construction projects and the adoption of a Resolution in connection therewith. In that regard, Ms. Wall reported that SPH is recommending that the District continue to adopt the wage rates as determined by the United States Department of Labor ("DOL") related to Fort Bend County, Texas (the "County"). After discussion on the matter, it was moved by Director Kazmierczak, seconded by Director Bedee and unanimously carried, that said DOL wage rate scale be adopted as the District's prevailing wage rate scale for construction projects, and that the Resolution Adopting Prevailing Wage Rate Scale for Construction Projects, attached hereto as **Exhibit D**, be adopted by the Board.

### **RENEWAL OF DISTRICT INSURANCE POLICIES**

The Board considered the renewal of the District's insurance policies scheduled to expire on March 31, 2026. In connection therewith, Ms. Wall presented to and reviewed with the Board a proposal from McDonald & Wessendorff Insurance Co. ("McDonald"). After discussion, it was moved by Director Grote, seconded by Director Kazmierczak and unanimously carried, that the Board accept the proposal from McDonald for all policies as set forth in the proposal attached hereto as **Exhibit E**, and SPH be authorized to acknowledge receipt of McDonald's Texas Ethics Commission ("TEC") Form 1295 with the TEC.

### **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 any matters related to the District's Storm Water Management Plan.

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

Mr. Kalkomey 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.

## **ADOPTION OF RISK ASSESSMENT PROGRAM**

The Board deferred consideration of adoption of a Risk Assessment Program until its next regular meeting.

## **OPERATIONS AND MAINTENANCE REPORTS**

Mr. Perry presented to and reviewed with the Board a written Operations and Maintenance Report dated March 5, 2026, attached hereto as **Exhibit F**, regarding maintenance performed on levee, pump station and drainage facilities throughout the District. After discussion, it was moved by Director Bedee, seconded by Director Mehta and unanimously carried, that the Board authorize LMS to proceed with (i) the installation of an awning and related fencing at the District's pump station at a cost not to exceed \$46,000.00, and (ii) the maintenance repairs to the external drainage channel at a cost not to exceed \$165,000.00, subject to review and approval by Director Kazmierczak.

Mr. Marriott presented to and reviewed with the Board a written Operations Report prepared by SE for the month of February 2026, relative to the District's Reclaimed Water System. A copy of such Operations Report is attached hereto as **Exhibit G**.

## **CAPITAL IMPROVEMENTS PROJECTS**

Mr. Martin presented to and discussed with the Board the General Manager's Report dated March 5, 2026, attached hereto as **Exhibit H**. Regarding the Brazos River Bank Erosion Control Project, following discussion, it was moved by Director Bedee, seconded by Director Mehta and unanimously carried to (i) approve Pay Estimate No. 22 and Final in the amount of \$626,421.00, and Change Order No. 10 in the amount of \$1,104.01, from Texas Dewatering LLC, as recommended by MSA and AECOM, and (ii) approve the Right of Entry Agreement for site investigations with the U.S. Army Corps of Engineers, and authorize the Chairman to execute same on behalf of the Board and the District.

Mr. Kalkomey next presented to and reviewed with the Board an Engineering Report dated March 5, 2026, prepared by LJA; said report is attached hereto as **Exhibit I**.

## **ATTORNEY'S REPORT**

The Board next considered the Attorney's Report. In connection therewith, Ms. Wall advised that she 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 J**.

## **SUPPLEMENTAL AGENDA**

The Board considered cancellation of the Directors Election called for May 2, 2026. Ms. Wall advised that, in accordance with Subchapter C, Chapter 2 of the Texas Election Code, the District may cancel the Directors Election if each candidate whose name is to appear on the ballot and/or has registered as a write-in candidate is unopposed as of 5:00 p.m. on February 17, 2026. In such case, the Board may declare the unopposed candidates to be elected. In that regard, there was presented to the Board a certificate of the Secretary declaring all candidates unopposed. Ms. Wall then presented and reviewed the Order Declaring Candidates Elected, attached hereto as **Exhibit K**. After discussion, it was moved by Director Mehta, seconded by Director Grotte and unanimously carried that the Order be adopted by the Board declaring Gerald Kazmierczak and Nathan Bedee elected Directors of the District, each to serve a term of four years or until a successor is duly elected or appointed, that the Chairman be authorized to execute and the Secretary to attest same on behalf of the Board and the District, and that the Directors Election called for May 2, 2026, be cancelled.

## **CLOSED SESSION**

The Board concurred that a Closed Session would not be required in connection with the matters discussed at the meeting.

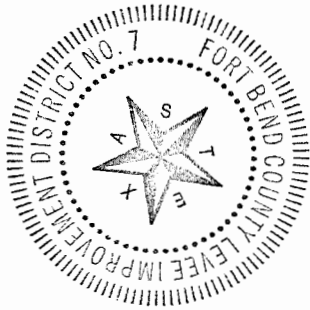
The Board concurred to cancel the special meeting scheduled for March 17, 2026.

## **FUTURE AGENDA ITEMS**

The Board considered items for placement on future agendas. The Board did not request any items be placed on future agendas other than those already discussed and regular and on-going items.

**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.



*S. P. Meli*

Secretary  
Board of Directors

**LIST OF ATTACHMENTS TO MINUTES**

- EXHIBIT A Tax Assessor/Collector Report
- EXHIBIT B Delinquent Tax Report
- EXHIBIT C Bookkeeper's Report
- EXHIBIT D Resolution Adopting Prevailing Wage Rate Scale for Construction Projects
- EXHIBIT E Accepted Insurance Proposal for 2026-2027 term
- EXHIBIT F LMS Operation and Maintenance Report
- EXHIBIT G SE Operations Report
- EXHIBIT H GMS Report
- EXHIBIT I LJA Report
- EXHIBIT J Communications Report
- EXHIBIT K Order Declaring Candidates Elected