

MINUTES  
SIENNA PLANTATION LEVEE IMPROVEMENT DISTRICT  
OF FORT BEND COUNTY, TEXAS

March 27, 2019

The Board of Directors (“Board”) of Sienna Plantation Levee Improvement District of Fort Bend County, Texas (“District”) met in regular session, open to the public, on March 27, 2019, at the offices of The Muller Law Group, PLLC, 202 Century Square Boulevard, Sugar Land, Texas 77478, outside the boundaries of the District, and the roll was called of the members of the Board:

Kendall Beckman	President
John P. “Bucky” Richardson	Vice President/Assistant Secretary
Temika B. Jones	Secretary/Assistant Vice President

all of the above were present except Director Richardson, thus constituting a quorum.

Also present at the meeting were: Diane Bailey of McLennan & Associates, L.P.; Lisa Cox, Ryan Alexander, and Andy Peal of Sienna Plantation Residential Association, Inc. (“SPRAI”); Jaime Zwiener of TBG Partners, Inc. (“TBG”) via teleconference; Beth Shields of 2Bits Consulting; Ross Autrey of Levee Management Services LLC; Alvin San Miguel of Sienna Plantation Development Co.; Angela Lutz of Allen Boone Humphries Robinson; Kene Chinweze and Jessica Richardson of The Muller Group, PLLC (“MLG”); and Karen and Avi Plager, residents of the District.

COMMENTS FROM THE PUBLIC

Director Beckman opened the meeting for public comment. There were no members of the public who wished to address the Board.

MINUTES

The Board considered approval of the minutes of the February 27, 2019, meeting, which were distributed for review prior to the meeting. Following review and discussion, Director Jones moved to approve the minutes of the February 27, 2019, meeting. Director Beckman seconded the motion, which passed unanimously.

PARK FINANCIAL MATTERS

Ms. Bailey presented and reviewed the District’s parks financial report, including the parks year to-date budget comparison, park bond tracking reports, and the checks presented for payment. She also presented a list of additional checks for approval that were not included in the bookkeeper’s report. Following review and discussion, Director Jones moved to approve the financial report, including the checks presented for payment. Director Beckman seconded the motion, which passed unanimously. Copies of the bookkeeper’s report and the list of additional checks are attached.

PARK CAPITAL IMPROVEMENTS

Ms. Zwiener reviewed the landscape architect’s report, a copy of which is attached.

## SIENNA TOLL PARK AND RECREATIONAL FACILITIES

Ms. Zwiener updated the Board on the status of Channel 4 Linear Park, Phase 2, noting that the project is nearing substantial completion. She presented and recommended payment of Pay Application No. 6 in the amount of \$13,119.30, as submitted by Shooter and Lindsey, Inc. Following review and discussion, Director Jones moved to approve payment of Pay Application No. 6 in the amount of \$13,119.30. Director Beckman seconded the motion, which passed unanimously.

## CAMP SIENNA ENTRY SIGNAGE

Ms. Zwiener updated the Board on final design plans for the entry monument sign at Camp Sienna and requested authorization to solicit bids for the project. Following discussion, Director Jones moved to authorize TBG to solicit bids for the entry monument sign at Camp Sienna. Director Beckman seconded the motion, which passed unanimously.

## THORNTON MIDDLE SCHOOL TRACK AND FIELD

Mr. Chinweze updated the Board on ongoing discussion regarding the scope of construction of track and field improvements at Thornton Middle School.

## PARKS PROJECT MANAGER REPORT

Ms. Shields presented and reviewed the parks project manager report, a copy of which is attached.

Ms. Shields updated the Board on discussions with Fort Bend Independent School District ("FBISD") and SPRAI regarding field usage and maintenance at Ridge Point High School. She reported that discussions are ongoing and that it might be necessary to amend the District's Interlocal Agreement with FBISD.

Ms. Shields updated the Board on the field no. 4 lighting project. She reported that the project is complete and presented the final invoice from MUSCO Field Lighting in the amount of \$62,425. Following review and discussion, Director Jones moved to approve the invoice submitted by MUSCO Field Lighting. Director Beckman seconded the motion, which passed unanimously.

Ms. Shields updated the Board on the CenterPoint Energy ("CenterPoint") pole location project, noting that CenterPoint is adding concrete in addition to creating roadway access for the project. The Board directed Ms. Shields to confirm that the roadway design allows for trucks entering Camp Sienna to turn left onto the roadway.

Ms. Shields updated the Board on the entrance sidewalk project, noting that the project is on hold, pending completion of the cleanup at the field no. 4 lighting project.

Ms. Shields reported that the raised sidewalk project is currently on hold pending completion of the CenterPoint pole relocation project.

SECOND AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT WITH 2BITS CONSULTING

The Board determined to defer action regarding the Second Amendment to Professional Services Agreement with 2Bits Consulting.

PARK OPERATIONS

MANAGEMENT AND MAINTENANCE REPORT

Mr. Autrey presented and reviewed a report on park management and maintenance, including a field usage report, a copy of which is attached. He updated the Board on maintenance items performed at Camp Sienna, Baines Middle School, and the District trail systems during the reporting period. Mr. Autrey noted that LMS will install bollards at the entrances to the Steepbank West Levee Trail. The Board determined that the cost of the installation of the bollards should be paid from the general parks account.

RECREATIONAL FACILITY USE OPERATIONS REPORT

Mr. Alexander presented and reviewed the SPRAI park operations report, a copy of which is attached. He then updated the Board on field usage schedules, primary user group scheduling and billing matters, and general parks duties performed during the month.

Mr. Alexander reported that SPRAI has received several requests from non-profit groups to rent the Camp Sienna facilities for overnight camping. Following discussion, the Board concurred to defer action regarding the request for overnight camping pending additional information.

DEED FOR FUTURE PARK SITE

The Board determined to defer action regarding additional tracts of property for parks projects until the April 24, 2019, meeting.

FUTURE MEETING DATES AND AGENDA ITEMS

The Board determined to hold its next regular meeting on April 3, 2019, if a quorum can be met, and confirmed its intention to meet to discuss parks matters on April 24, 2019.

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

(SEAL)



  
Secretary, Board of Directors

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All documents referenced in these minutes and not attached herein are retained in the District's official records in accordance with the District's Record Management Program and are available upon request.