

MINUTES
BROOKSHIRE-KATY DRAINAGE DISTRICT

October 9, 2023

The Board of Supervisors of Brookshire-Katy Drainage District (the "District") met in regular session, open to the public, at 7:05 p.m. at 1111 Kenney Street, Brookshire, Texas, inside the boundaries of the District, and the roll was called of the members of the Board:

Arnold England	President
Pat Keeling	Vice President
David Welch	Secretary
Blake Beckendorff	Supervisor
John Chisum	Supervisor

and all of the above were present except Supervisor Beckendorff, thus constituting a quorum.

Also attending the meeting were Buddy Brand, Assistant General Manager of the District; Wendy Sidwell, District Administrator; Rod Pinheiro, P.E., Steve Berckenhoff, P.E., Michael McCarthy, P.E., of Quiddity Engineering ("Quiddity" or "Engineer"); Blair Bozoarth of Sunterra and Plow Tract Developments; and William Petrov and Caleb D. Villarreal, attorneys, of Johnson Petrov, LLP ("Johnson Petrov" or "Attorney").

Agenda Item No. 1
CALL TO ORDER

The President called the meeting to order.

Agenda Item No. 2
INVOCATION AND PLEDGE OF ALLEGIANCE

The meeting was opened with the Invocation and Pledge of Allegiance.

Agenda Item No. 3
PUBLIC COMMENT

There was no public comment.

Agenda Item No. 4
MINUTES OF SEPTEMBER 11, 2023 REGULAR BOARD MEETING, SEPTEMBER 11, 2023 TAX HEARING, AND SEPTEMBER 25, 2023 SPECIAL BOARD MEETING

Upon motion by Supervisor Keeling, seconded by Supervisor Welch, after full discussion and with all Supervisors present voting aye, the Board approved the minutes of the September 11, 2023 Regular Board meeting, September 11, 2023 Tax Hearing, and September 25, 2023 Special Board meeting.

Agenda Item No. 5
BOARD OF SUPERVISORS RATE INCREASE EFFECTIVE OCTOBER 1, 2023 IN COMPLIANCE WITH TEXAS STATE LAW

Mr. Petrov reported that the 88th Texas State Legislature (2023) raised the maximum per diem for government officials from \$150 per day to \$221 per day. The annual cap for a supervisor remains unchanged at \$7,200.

Upon motion by Supervisor Welch, seconded by Supervisor Keeling, after full discussion and with all Supervisors present aye, the Board unanimously voted to raise the per diem to \$221 per day effective October 1, 2023, in accordance with Texas State Law.

Agenda Item Nos. 6 and 7

RATIFY THE PURCHASE OF A NEW COLOR COPIER WITH STAPLE SORT FINISHER; QUOTE DATED JUNE 22, 2023 FROM IMAGE COMMUNICATION TECHNOLOGY FOR \$6,620; AND DECLARE CURRENT COPIER SHARP MX-2615 SURPLUS

Upon motion by Supervisor Keeling, seconded by Supervisor Welch, after full discussion and with all Supervisors present voting aye, the Board (i) ratified the purchase of a new color copier in the amount of \$6,620; and (ii) declared the copier Sharp MX-2615 as surplus property.

[Supervisor Chisum entered the meeting.]

Agenda Item No. 8

RATIFY THE PURCHASE OF A 2023 TOYOTA TACOMA TRD FROM DON MCGILL TOYOTA OF KATY IN THE AMOUNT OF \$43,084.14

Upon motion by Supervisor Welch, seconded by Supervisor Chisum, after full discussion and with all Supervisors present voting aye, the Board ratified the purchase of a 2023 Toyota Tacoma in the amount of \$43,084.14.

Agenda No. 9

QUIDDITY ENGINEERING PRESENTATION AND PROPOSAL ENGAGEMENT LETTER FOR TRANSFORMING BKDD PERMIT INTAKE PROCESS

Mr. Pinheiro first presented a PowerPoint presentation discussing the District's current manual permit application intake process. He explained that the current process is paper-based and requires a lot of manual data entry. This can be time-consuming and error prone. Mr. Pinheiro then presented a proposal to convert this process to an electronic system using a Web-Based Application Submittal and Manager Portal designed by Quiddity. The web-based application portal will eliminate many manual steps and improve management efficiency, which will reduce operating costs. The initial cost of the Web-Based portal is \$15,000, and there will be a monthly fee of \$1,450.

Next, upon motion by Supervisor Welch, seconded by Supervisor Keeling, after full discussion and with all Supervisors present voting aye, the Board approved and authorized the President to sign the Quiddity's proposal, a copy of which is attached hereto as Exhibit "A".

Agenda Item No. 10

ENGINEER'S REPORT

Mr. McCarthy reviewed the Engineer's Report, a copy of which is attached hereto as Exhibit "B".

- (a) Upon motion by Supervisor Chisum, seconded by Supervisor Keeling, after full discussion and with all Supervisors present voting aye, the Board approved Permit No. 2023-65 for Drainage Connection without Land Use Changes for Davies Easement Drainage Improvements, as recommended by Quiddity.

- (b) Upon motion by Supervisor Welch, seconded by Supervisor Chisum, after full discussion and with all Supervisors present voting aye, the Board approved Permit Application No. 2023-64 for Tract Development without Platting for Ferguson Brookshire Pipe Yard Expansion - Final Drainage Plans, as recommended by Quiddity.
- (c) - (d) Upon motion by Supervisor Chisum, seconded by Supervisor Welch, after full discussion with all Supervisors present voting aye, the Board approved (i) Permit Application for Kingsland East Road Expansion - Drainage Impact Analysis, as recommended by Quiddity; (ii) Permit Application for Tract Development without Platting for Kingsland East Road Expansion - Final Drainage Plans, as recommended by Quiddity;
- (e) - (f) Upon motion by Supervisor Welch, seconded by Supervisor Keeling, after full discussion with all Supervisors present voting aye, the Board approved (i) Permit Application No. 2023-61 for Tract Development without Platting for Sol Club West - Final Drainage Plans, as recommended by Quiddity; and (ii) Variance Request for Sol Club West, as recommended by Quiddity.
- (g) Mr. Bozoarth updated the Board on Sunterra Development, stating that 160 homes were sold the previous month.
- (h) Mr. Bozoarth updated the Board on Plow Tract Development, stating that the drainage plans have been submitted to the District for approval. This development will have approximately 2900 lots.

[Mr. Bozoarth departed the meeting.]

Agenda Item No. 11

GENERAL MANAGER'S REPORT

Next, Mr. Brand reviewed the General Manager's Report, a copy of which is attached hereto as Exhibit "C". He also reviewed the Inspector's Report.

Next, upon motion by Supervisor Keeling, seconded by Supervisor Welch, after full discussion and with all Supervisors present voting aye, the Board approved Shoppa's quote related to the Alamo Motor Replacement in the amount of \$7,928.79.

Agenda Item No. 12

FINANCIAL REPORT

Ms. Sidwell presented to and reviewed with the Board the September 2023 bills.

Upon motion by Supervisor Chisum, seconded by Supervisor Keeling, after full discussion and with all Supervisors present voting aye, the Board approved paying the September 2023 bills.

Ms. Sidwell then presented to and reviewed with the Board the Financial Report, a copy of which is attached hereto as Exhibit "D". Upon motion by Supervisor Welch, seconded by Supervisor Chisum, after full discussion and with all Supervisors present voting aye, the Board (i) approved the Financial Report along with checks listed therein; and (ii) approved the quarterly financial advisor's report.

Next, Ms. Sidwell reviewed the Amended Budget for Fiscal Year Ending September 30, 2023, a copy of which is attached to the Financial Report. Upon motion by Supervisor Chisum, seconded by Supervisor Welch, after full discussion and with all Supervisors present voting aye, the Board approved the Amended Budget.

Agenda Item No. 13

ENFORCEMENT ACTION AGAINST AWRY READY-MIX CONCRETE

Mr. McCarthy stated that Awry Ready-Mix Concrete failed to submit the completed topo survey, CCTV footage, and accompanying report by the October 9, 2023 deadline. The District's attorney and staff will meet with the representatives of Awry and Waller County on October 18, 2023 to discuss violations.

Mr. Petrov then reviewed the draft of the Agreed Order. Upon motion by Supervisor Chisum, seconded by Supervisor Welch, after full discussion and with all Supervisors present voting aye, the Board approved and authorized the President to sign the Agreed Order subject to any changes by Quiddity and Johnson Petrov.

ADJOURNMENT

With no additional matters to discuss, upon motion by Supervisor Keeling, seconded by Supervisor Chisum, and with all Supervisors voting aye, the Board adjourned the meeting at 9:11 p.m.

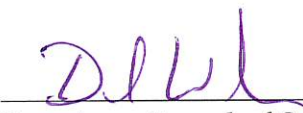
[EXECUTION PAGE FOLLOWS]

SIGNED this 13th day of NOVEMBER 2023.



President, Board of Supervisors

ATTEST:



Secretary, Board of Supervisors

- | | |
|-------------|--------------------------|
| Exhibit "A" | Quiddity Proposal |
| Exhibit "B" | Engineering Report |
| Exhibit "C" | General Manager's Report |
| Exhibit "D" | Financial Report |



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www.quiddity.com

October 6, 2023

Mr. Arnold England, President
Brookshire-Katy Drainage District
PO Box 608
Brookshire, Texas 77423

Re: Professional Engineering Services for
Web-Based Application Submittal and Management Portal

Dear Mr. England:

Quiddity Engineering (ENGINEER) is pleased to submit this proposal to the Brookshire-Katy Drainage District (DISTRICT) in an effort to change its current application submittal and management process from manual to electronic via a **Web-Based Application Submittal and Manager Portal (Web-Based Portal)**. This effort will offer easy access to applicants while improving the quality of data gathered, communication, efficiency, and transparency throughout the process.

The proposed Web-Based Portal will automate many manual steps and assist the DISTRICT by increasing management efficiency and reducing operation costs. It will also allow the DISTRICT to plan and better prepare for the growing demands and will positively impact the community.

Project's Key Objective(s):

1. Establish standard online application submission forms/workflows for data submittal, communication, and management.
2. Establish a standard capability to authenticate external users and present forms, data, and status values for a given business process.
3. Establish a database to gather and retain all portal-submitted data and documents. **Please note that all data and documents collected as part of this Project are and shall remain the property of the DISTRICT.**
4. Establish standard security for internal and external users.
5. Establish a secure location for supporting documentation to be attached, linked, and reviewed.
6. Establish standard connections and integrations that can be utilized to support the editing, review, and processing of inbound portal-submitted data.
7. Customize, configure, and roll out the ENGINEER's proprietary **Web-Based Portal** for the DISTRICT.



QUIDDITY

Mr. Arnold England, President

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Scope of Services

The proposed scope items below address the ENGINEER effort for the final customization, configuration, and rollout requirements:

PART A – To be completed before Rollout

1. Applicant & Manager Portal

At its own expense, the ENGINEER created a **proprietary applicant and manager portal** capable of managing the DISTRICT's application submission, communication, and review requirements.

At no cost to the DISTRICT, the ENGINEER has completed the following scope of work:

- **Applicant Homepage** - The Permit portal homepage will be the general landing page for all portal visitors. This page provides information about the permit application process and access authentication requirements to view general information.
- **Applicant Application Forms, Submission & Authentication Pages** - This page presents the option to Select, Populate, and Submit many online applications.
- **Applicant Status Page** – This page provides the applicant with date information on the status of their application. It also allows the applicant to upload comments and documents/-files associated with the application.
- **Manager Portal** – The ENGINEER built the Manager Portal and some basic functionalities to allow the Management Team to view and manage the overall permitting submittal and review process.

2. Manager Portal Additional Requirements

Additional customization and configuration are required to enhance the capabilities of the Management Team. These proposed enhancements include:

- Notification via email Workflows/ Update: Notification based on Application Status and Status Rules
- Add Communication Log Status for the main 'Application' view
- Document Tagging additional requirements, including other columns and formatting manager app view
- Add additional fields to the "Other/ Misc. Info." tab that will include legacy data and legacy fields from the current Excel database
- Formatting the look of the Application Manager Workspace "Application" screen, the look of each individual permit, and the Ribbon Bar functionalities
- Additional Data / Table fields and field descriptions
- PDF Application and Invoice Form Formatting
- Add Document Upload Status for the main 'Application' view



QUIDDITY

Mr. Arnold England, President

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- Quiddity and BKDD Manager and engineer review statuses
- Form Field Order and Custom Order for Pre Development Application
- Build the "Adm. Details" Tab for the Application
- Dataverse Application Table to ArcGIS Data Export
- Creating, securing, and configuring the +New button to allow for 3 different Permit types that only QE Admin can enter into the system
- Create the ability to assign a reviewer to an application using the ribbon control "Assign."
- Add the ability to log emails in the document log by creating the email as a file type such as PDF, Word, or HTML and uploading it to SharePoint.

The compensation to complete the additional customization and configuration of the Manager is a Lump Sum fee of **\$15,000**. Suppose the DISTRICT desires to make an additional request(s) beyond the items noted above. In that case, the ENGINEER will provide a cost estimate to the DISTRICT for approval prior to performing any work. These will be billed hourly per the Schedule of Hourly Rates previously approved by the Board.

3. Monthly Cloud Storage & Web-Based Portal Subscription

Cloud Storage - To consolidate and create an environment where the Management Team (DISTRICT, ENGINEER, and LEGAL staff) could have access to all permit-related data to establish a real-time collaboration, the ENGINEER migrated all historical DISTRICT data to a scalable Cloud Storage environment with SharePoint capabilities. This data consolidation and training took place in **February 2023**.

Web-Based Portal Subscription - The DISTRICT will pay a monthly subscription fee to use the ENGINEER **proprietary applicant and manager portal**. The ENGINEER services will also include system maintenance and software upgrades.

For the scope of services mentioned above, the DISTRICT will be obligated to twelve (12) monthly recurring charges. The monthly lump sum subscription fee equals **\$1,450. per month x twelve (12) months = \$17,400**. After the initial twelve (12) month period, the DISTRICT or ENGINEER may at any time discontinue the service. The monthly recurring charges are subject to annual revisions starting October 1, 2024.

4. Existing Excel Data Migration to the New Web-Based Portal

The DISTRICT currently has an existing Excel database with historical permit-related information. This existing Excel data can be migrated (if the DISTRICT desires) to centralize all data into one database location.



Mr. Arnold England, President
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Data migrations like the one proposed have been executed efficiently and successfully by the ENGINEER using the following steps:

Step 1 - Requirements Gathering:

- Identify the specific data to be migrated from Excel to the database.
- Determine the desired structure and format of the database.
- Understand any specific data transformation or cleaning requirements.

Step 2 - Data Mapping:

- Analyze the Excel data and map it to corresponding database fields.
- Identify any required data transformations, such as formatting or data type conversions.
- Resolve any discrepancies or inconsistencies between Excel and database structures.

Step 3 - Data Extraction and Loading:

- Extract the data from Excel files, either manually or programmatically.
- Validate the data for completeness, accuracy, and integrity.
- Handle any data cleansing or formatting tasks as per the defined requirements.
- Create the necessary scripts or queries to load the data into the database.
- Perform the data loading process, ensuring proper handling of errors and exceptions.
- Validate the loaded data against the defined database schema and constraints.

Step 4 - Testing and Validation:

- Conduct thorough testing to ensure data accuracy and integrity.
- Verify data consistency and completeness after the migration.
- Perform data quality checks and reconcile any discrepancies if found.

Step 5 - Production and Post-Migration Activities:

- Plan the migration, ensuring minimal disruption to ongoing operations.
- Execute the migration process, transferring the system to the new database.
- Validate and verify the data in the new database after the migration.

The ENGINEER proposed to perform the scope of services (some or all items above) to be defined by the DISTRICT and bill hourly in accordance with the Schedule of Hourly Rates previously approved by the Board. Pending on the scope and requirements to be defined by the DISTRICT, the cost for this effort could range between **\$3,000 to \$8,000**.



Mr. Arnold England, President

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5. Additional requirements before Rollout

- Develop training materials, i.e., step-by-step videos/ job aids and guidelines.
- Train internal and external customers.
- Technical Support.
- Other additional requirements.

The ENGINEER proposed to perform the scope of services (some or all items above) to be defined by the DISTRICT and bill hourly in accordance with the Schedule of Hourly Rates previously approved by the Board. Pending on the scope and requirements to be defined by the DISTRICT, the cost for this effort could range between **\$5,000 to \$15,000**.

Please note that the proposed scope and fees above do not include additional development time and effort required for the "Part B" efforts; see the following section.

PART B - Post-Rollout Future Enhancement Phase and Features

Some of the future developments and additional enhancements could include, but are not limited to, the following items. When requested, the ENGINEER will provide a cost estimate to the DISTRICT for approval prior to performing any work.

- PowerBI Reporting or Dashboards
- Full development of the payment log and application integration
- Microsoft Dynamics 365 Integration
- Automate Workflows
- Full GIS Integration (map connector) and development
- Field Inspection Application
- Others

Schedule

We are prepared to proceed with these services (Part A) upon acceptance and authorization to proceed. We estimate that it will take approximately **90 calendar days** from the notice to proceed to start the Rollout.



Mr. Arnold England, President
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Summary of Proposed Engineering Fee(s)

PART A – To be completed before Rollout

1. Applicant & Manager Portal - \$0.
2. Manager Portal Additional Requirements - \$15,000.
3. Monthly Cloud Storage & Web-Based Portal Subscription - \$1,450 monthly.
4. Existing Excel Data Migration to the New Web-Based Portal - could range between \$3,000 to \$8,000.
5. Additional requirements before Rollout - could range between \$5,000 to \$15,000.

PART B - Post-Rollout Future Enhancement Phase and Features

- TBD

Conclusion

We thank you for the opportunity to submit this proposal and look forward to working with you on this important and impactful Project. The proposed compensations shall be considered in their entirety for the scope of services. Should the DISTRICT wish to contract with the ENGINEER for only a portion of the work, the ENGINEER reserves the right to negotiate individual scope items on their own merits. This proposal shall be **valid for thirty (30) days** from this date and may be extended upon written approval by the ENGINEER and the DISTRICT.

We hope you will find this proposal to be acceptable. Please feel free to contact me if you have any questions.

Please review and advise if you require any additional information and/or clarifications. We look forward to providing these services to the DISTRICT.

Very truly yours,

A handwritten signature in black ink, reading "Stephen Berckenhoff".

Stephen G. Berckenhoff, PE, CFM
Senior Vice President – Public Sector Operations Manager

SGB/rdp:dme

[https://jonesandcarter.sharepoint.com/sites/BKDDTeamSite-BKDDPrivateDocs/Shared Documents/BKDD Private Docs/BKDD APP Scope \(09-20-23\) FINAL.docx](https://jonesandcarter.sharepoint.com/sites/BKDDTeamSite-BKDDPrivateDocs/Shared Documents/BKDD Private Docs/BKDD APP Scope (09-20-23) FINAL.docx)

ACCEPTED ON BEHALF OF BROOKSHIRE-KATY DRAINAGE DISTRICT BY:

DATE: _____

ARNOLD ENGLAND
PRESIDENT

MINUTES
BROOKSHIRE-KATY DRAINAGE DISTRICT

October 23, 2023

The Board of Supervisors of Brookshire-Katy Drainage District (the "District") met in special session, open to the public, at 8:30 a.m. on the 23rd day of October, 2023, at 1111 Kenney Street, Brookshire, Texas, inside the boundaries of the District, and the roll was called of the members of the Board:

Arnold England	President
Pat Keeling	Vice President
David Welch	Secretary
Blake Beckendorff	Supervisor
John Chisum	Assistant Secretary

and all of the above were present except Supervisor Welch, thus constituting a quorum.

Also attending the meeting were Terry Martin and Kari Parker-Harden, District employees; Buddy Brand, Assistant General Manager of the District; Wendy Sidwell, District Administrator; Rod Pinheiro, P.E., and Michael McCarthy, P.E., of Quiddity Engineering ("Quiddity" or "Engineer"); Blair Bozoarth of Sunterra and Plow Tract Developments; and Andrew P. Johnson, III, and William Petrov, attorneys, and Mirna Croon, paralegal, of Johnson Petrov, LLP ("Johnson Petrov" or "Attorney").

Agenda Item No. 1
CALL TO ORDER

The President called the meeting to order.

Agenda Item No. 2
INVOCATION AND PLEDGE OF ALLEGIANCE

The meeting was opened with the Invocation and Pledge of Allegiance.

Agenda Item No. 3
PUBLIC COMMENT

Mr. Brand introduced Ms. Parker-Harden, the full-time Inspector, who then spoke about her qualifications and experience.

[Mr. Martin and Ms. Parker-Harden departed the meeting.]

Agenda Item No. 4
SHOPPA'S - JOHN DEERE QUOTE NO. 29328256 FOR EQUIPMENT REPAIR

Upon motion by Supervisor Keeling, seconded by Supervisor Chisum, after full discussion and with all Supervisors present voting aye, the Board approved John Deere Quote No. 29328256 in the amount of \$32,394.06.

Agenda Item No. 5
UPDATE ON NEW BROOKSHIRE-KATY DRAINAGE DISTRICT ADMINISTRATION BUILDING

Mr. McCarthy reviewed the revised detention pond layout. Mr. Brand then updated the Board with an update on the construction progress.

Agenda Item No. 6

UPDATE ON SUNTERRA DEVELOPMENT

There were no updates.

Agenda Item No. 7

UPDATE ON PLOW TRACT DEVELOPMENT

Mr. Bozoarth updated the Board regarding Phase 1 of the Development.

Agenda Item No. 8

PERMIT APPLICATION FOR TRACT DEVELOPMENT WITHOUT PLATTING -
FINAL DRAINAGE PLANS FOR CANE ISLAND RETAIL CENTER

Mr. McCarthy presented a recommendation letter related to the above referenced Permit Application, a copy of which is attached hereto as Exhibit "A".

Upon motion by Supervisor Chisum, seconded by Supervisor Beckendorff, after full discussion and with all Supervisors present voting aye, the Board approved the Permit Application for Tract Development without Platting - Final Drainage Plans for Cane Island Retail Center, as recommended by Quiddity.

Agenda Item No. 9

PERMIT APPLICATION FOR DRAINAGE IMPACT ASSESSMENT ("DIA") FOR
MAPLE GROVE

Mr. McCarthy presented a recommendation letter related to the above referenced Permit Application, a copy of which is attached hereto as Exhibit "B".

Upon motion by Supervisor Beckendorff, seconded by Supervisor Keeling, after full discussion and with all Supervisors present voting aye, the Board approved the Permit Application for Drainage Impact Analysis for Maple Grove, as recommended by Quiddity.

Agenda Item No. 10

PERMIT APPLICATION FOR PIPELINE CROSSING FOR PLOW TRACT PIPELINE
RELOCATION

Mr. McCarthy presented a recommendation letter related to the above-referenced Permit Application, a copy of which is attached hereto as Exhibit "C".

Upon motion by Supervisor Beckendorff, seconded by Supervisor Keeling, after full discussion and with all Supervisors present voting aye, the Board approved the Permit Application for Pipeline Crossing for Plow Tract Pipeline Relocation, as recommended by Quiddity.

Agenda Item No. 11

PERMIT APPLICATION FOR TRACT DEVELOPMENT WITHOUT PLATTING -
FINAL DRAINAGE PLANS FOR SUNTERRA PHASE V DETENTION AND MASS
GRADING

Upon motion by Supervisor Keeling, seconded by Supervisor Chisum, after full discussion and with all Supervisors present voting aye, the Board approved the Permit Application for Tract Development without Platting - Final Drainage Plans for Sunterra Phase V Detention and Mass Grading, as recommended by Quiddity. A copy of a recommendation letter from Quiddity is attached hereto as Exhibit "D".

Agenda Item No. 12

PERMIT APPLICATION FOR TRACT DEVELOPMENT WITH PLATTING -
PRELIMINARY PLAT FOR WEST KATY PRAIRIE TOUPS

Mr. McCarthy presented a recommendation letter related to the permit applications above, a copy of which is attached hereto as Exhibit "E".

Upon motion by Supervisor Beckendorff, seconded by Supervisor Chisum, after full discussion and with all Supervisors present voting aye, the Board approved Permit Application for Tract Development with Platting - Preliminary Plat for West Katy Prairie Toup, as recommended by Quiddity.

Agenda Item No. 13

ENFORCEMENT ACTION AGAINST AWRY READY-MIX CONCRETE

Mr. Petrov stated that JP along with District engineer and staff met with the representatives of Waller County and AWRY to discuss the violations. It was reiterated that AWRY is not to proceed with any work until required permits are received from the District and Waller County. Mr. Petrov then reviewed the Agreed Order, previously approved by the Board.

ADJOURNMENT

With no additional matters to discuss, upon motion by Supervisor Keeling, seconded by Supervisor Beckendorff, and with all Supervisors voting aye, the Board adjourned the meeting at 10:08 a.m.

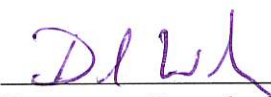
[EXECUTION PAGE FOLLOWS]

SIGNED this 13th day of NOVEMBER 2023.



President, Board of Supervisors

ATTEST:



Secretary, Board of Supervisors

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Tel: 832.913.4000
www.quiddity.com

October 5, 2023

Mr. Arnold England, President
Brookshire-Katy Drainage District
P.O. Box 608
Brookshire, Texas 77423

Reference: City of Katy
Davies Easement Drainage Improvements – **Drainage Connection without Land Use Changes**
Permit No.: 2023-65
Quiddity Job No. R0002-1020-01.013

Dear Mr. England:

The District has received a permit application as follows:

Applicant: City of Katy

Permit Type: Drainage Connection without Land Use Changes

Location: South of 10th Street, east of Bartlett Road, north of US-90, and west of Cane Island Branch

Survey: Crawford Survey, Abstract 113, Waller County, Texas

Previous Approvals: None.

Description: The proposed Davies Easement Drainage Improvements (Project) is located south of 10th Street, east of Bartlett Road, north of US-90, and west of Cane Island Branch. The Project includes the construction of approximately 12 linear feet of a proposed 12-inch reinforced concrete pipe that will connect to an existing 30-inch cured-in-place pipe that outfalls to Cane Island Branch. The purpose of the pipe connection is to drain an approximate 25-ft x 25-ft natural depression to the south of the existing Davies easement.

The applicant's engineer provided a signed and sealed letter dated August 10th, 2023, that summarizes the proposed improvements mentioned above including a certification that the improvements will not result in any adverse impacts to neighboring properties or downstream facilities.



QUIDDITY

Mr. Arnold England, President

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October 4, 2023

Technical Review:

Based on our review of the final drainage plans (plans), the permit application generally complies with the District's Rules and Regulations (R&R); we interpose no objection and recommend its approval by the District's Board of Supervisors.

Please note that this recommendation does not necessarily mean that the proposed design and all the calculations provided in the accompanying documentation have been completely checked and verified. Omissions in this review do not relieve the Project from complying with the District's R&R or any other regulatory requirements from a different entity having jurisdiction. Moreover, the plans submitted have been prepared, dated, signed, and sealed by a Professional Engineer who is licensed to practice in the State of Texas, conveying their professional responsibilities and accountability.

At this time, no deviation or variance requests from the District's R&R have been requested or granted. The proposed Project shall be constructed per the District's approved plans and in conformance with the District's R&R.

For the Applicant:

Please note: at least two business days prior to starting construction of the Detention Facilities and Drainage Infrastructure, the Developer's contractor shall notify the District's General Manager in writing. The Pre-Construction Notification form can be found on the District's website under Permit Application and Engineering Documents (<https://www.bkdd.dst.tx.us/page/BKDD.Home>).

The applicant shall not use this letter to commence any construction activities prior to receiving the **approved permit** from the governing entity with jurisdiction.

Please do not hesitate to call if you have any questions or need additional information.

Sincerely,

Michael McCarthy, PE

MHM/dme

<https://R0002-1020-01.013-Davies-Easement-Drainage-Improvements/3.0-LETTERS/Davies-Easement-Drainage-Improvements-Approval-Ltr-100323.docx>

cc: Mr. David Kasper – City of Katy via email david.kasper@arkkengineers.com

Mr. Andrew Johnson, III – Johnson Petrov, LLP via email bkddlegal@johnsonpetrov.com



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www.quiddity.com

October 5, 2023

Mr. Arnold England, President
Brookshire-Katy Drainage District
PO Box 608
Brookshire, Texas 77423

Reference: Ferguson Facilities Management
Ferguson Brookshire Pipe Yard Expansion – **Final Drainage Plans**
Permit No. 2023-64
Quiddity, Inc. Job No. R0002-1020-01.003

Dear Mr. England:

The Brookshire-Katy Drainage District (District) received a permit application as follows:

Applicant: Kimley-Horn and Associates, Inc.

Permit Type: Tract Development without Platting – Final Drainage Plans

Location: West of Woods Road, south of US Hwy 90, north of Interstate 10, and east of Brookshire Creek

Survey: T. Reese Survey, Abstract 330, Waller County, Texas
H. & T.C. Railroad Company Survey, Section 73, Abstract 154, Waller County, Texas

Previous Approvals: N/A

Description: The proposed Ferguson Brookshire Pipe Yard Expansion (Development) is located south of US Hwy 90, north of Interstate 10, west of Woods Road, east of Brookshire Creek, and within Waller County. The tract encompasses 11.54 acres and includes 0 lots, 1 reserve, and 1 block.

The Development includes the construction of concrete pavement for a pipe laydown yard and accompanying underground drainage system. The drainage from the site is routed through the proposed private underground storm sewer system which will connect to the existing public storm sewer system under Empire Boulevard. The public storm sewer system under Empire Boulevard was included in the plans titled "Empire West Business Park Paving and Utilities Phase 1," which were approved under Permit No. 2020-03 on April 03, 2020. The flow along Empire Boulevard is directed west and



Mr. Arnold England, President
October 5, 2023
Page 2

outfalls into the "Main Pond", which will then outfall into Brookshire Creek. The Main Pond was included in the plans titled "Empire West Business Park Detention Facilities," which were approved under Permit No. 2020-02 on April 03, 2020.

Additionally, the Development proposes approximately 540 linear feet of underground private storm sewer located outside of its eastern boundary and located on the adjacent 5-acre tract. The construction of the storm sewer includes fill within 10-ft of the Development's boundary line and on the adjacent tract to match natural grades. The 11.54-acre and 5-acre tracts are owned by the same property owner. The property owner provided a letter of no objection dated September 25, 2023 acknowledging the encroachment and fill along with the understanding that the private storm sewer serving the 11.54-acre tract will need to be placed within a private 10-ft drainage easement should a future sale of the 5-acre tract occur.

DFMA:

The Main Pond is a part of an executed Detention Facilities Maintenance Agreement with the District.

Technical Review:

Based on our review of the final drainage plans (plans), the permit application generally complies with the District's Rules and Regulations (R&R); we interpose no objection and recommend its approval by the District's Board of Supervisors.

Please note that this recommendation does not necessarily mean that the proposed design and all the calculations provided in the accompanying documentation have been completely checked and verified. Omissions in this review do not relieve the Development from complying with the District's R&R or any other regulatory requirements from a different entity having jurisdiction. Moreover, the plans submitted have been prepared, dated, signed, and sealed by a Professional Engineer who is licensed to practice in the State of Texas, conveying their professional responsibilities and accountability.

At this time, no deviation or variance requests from the District's R&R have been requested or granted. The proposed Development shall be constructed per the District's approved plans and in conformance with the District's R&R.



Mr. Arnold England, President
October 5, 2023
Page 3

For the Applicant:

Please be advised that in an effort to comply with the District's policy to maintain zero net increase in stormwater runoff rates and to ensure that no adverse impacts are attributable to the proposed Development, all detention facilities (i.e., drainage infrastructure and outfall(s)) must be constructed and functional before beginning construction of any impervious improvements.

At least two business days prior to starting construction of the Detention Facilities and Drainage Infrastructure, the Developer's contractor shall notify the District's General Manager in writing. The Pre-Construction Notification form can be found on the District's website under Permit Application and Engineering Documents (<https://www.bkdd.dst.tx.us/page/BKDD.Home>).

The Applicant shall not use this letter to commence any construction activities prior to receiving the **approved permit** from the governing entity with jurisdiction.

Please do not hesitate to call if you have any questions or need additional information.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael McCarthy", with a stylized flourish at the end.

Michael McCarthy, PE

MHM/dme

[https://jonesandcarter.sharepoint.com/sites/BKDDTeamSite/Shared Documents/BKDD All Permits/R0002-1020-01.003 Ferguson Brookshire Pipeyard Exp/3.0 - LETTERS/Ferguson Brookshire Pipeyard Expansion \(Empire West Business Park\) - Final Drainage Plans Approval letter 100323.docx](https://jonesandcarter.sharepoint.com/sites/BKDDTeamSite/Shared Documents/BKDD All Permits/R0002-1020-01.003 Ferguson Brookshire Pipeyard Exp/3.0 - LETTERS/Ferguson Brookshire Pipeyard Expansion (Empire West Business Park) - Final Drainage Plans Approval letter 100323.docx)

cc: Mr. Kirk Wall – Ferguson Facilities Management via email kirk.wall@ferguson.com
Mr. Kenneth Cargill – Kimley-Horn and Associates, Inc. Kenneth.cargill@kimley-horn.com
Honorable Carbett "Trey" J. Duhon, III, Waller County Judge via email t.duhon@wallercounty.us
Mr. Kendric D. Jones, Waller County Commissioner Precinct 3 via email k.jones@wallercounty.us
Mr. Ross McCall, Waller County Engineer via email r.mccall@wallercounty.us
Mr. Andrew Johnson III – Johnson Petrov, LLP bkddlegal@johnsonpetrov.com



2322 W Grand Parkway North, Suite 150
Katy, Texas 77449
Tel: 832.913.4000
www.quiddity.com

October 4, 2023

Mr. Arnold England, President
Brookshire-Katy Drainage District
PO Box 608
Brookshire, Texas 77423

Reference: Kingsland East Road Expansion – Drainage Impact Assessment
Waller County, Texas
Quiddity Job No. R0002-1003-57

Dear Mr. England:

The referenced Kingsland East Road Expansion Drainage Impact Assessment (Report) has been reviewed pursuant to the Brookshire-Katy Drainage District's (District) Rules and Regulations (R&R). A copy of the Report is attached for further information.

The goals of this review are to apply the District's policy and criteria where appropriate. This review addresses issues regarding hydraulic and hydrologic drainage design criteria only. The subsequent drainage plans for the proposed Kingsland East Road Expansion (Project) were submitted to the District for review and approval.

Technical Review & Findings:

The Project includes approximately 0.75 acres of new concrete pavement and accompanying drainage system that will complete the west-bound portion of the boulevard section. The Report aims to analyze the drainage requirements for the Project, using Atlas 14 criteria for the proposed improvements, and certify no adverse impacts to the receiving waterway, adjacent properties, or downstream facilities in accordance with the District's Rules & Regulations (R&R). The Project is located south of Interstate 10, north of Jordan Crossing Blvd., west of Texas Heritage Parkway, and east of Jordan Ranch Blvd.

The drainage analysis for the Project was previously included in a 2013 drainage study titled, "Drainage analysis Kingsland Boulevard Extension and Igloo Road Improvements" which was based on pre-Atlas 14 rainfall criteria. The runoff from the Project ultimately outfalls into the Willow Creek Farms detention system. The Report was prepared to document changes in contributing drainage areas and runoff volumes using Atlas 14 criteria to justify there is sufficient available detention capacity within the Willow Creek Farms detention system to serve the Project. As outlined in the Report, the new ultimate condition for the segment of Kingsland Boulevard that connects Jordan Ranch Boulevard to the Willow Creek Farms detention channel is 25.81 acres as compared to the original design condition of 31.16 acres from the 2013 study.

The Project includes two roadway improvement segments. The first proposed roadway segment is located west of Pappas Drive with runoff being conveyed through a proposed roadside ditch which will connect to the existing underground public storm sewer system at Kingsland Boulevard and Pappas Drive. The flow is directed south along Pappas Drive and outfalls into the existing Willow Creek Farms detention channel. The second proposed roadway segment is located east of Scarlet Oak Lane with runoff being conveyed through a proposed roadside ditch which will outfall directly into the Willow Creek Farms detention channel.



QUIDDITY

Mr. Arnold England, President

October 4, 2023

Page 2

Conclusion:

Based on our review of the Report, the Project does not show any adverse impacts to the receiving waterways, neighboring properties, or downstream facilities when compared to those under existing conditions for storm events up to and including the Atlas 14 100-yr storm event. The Report includes details of the hydraulic grade lines and runoff volumes, and peak flow rates for the 2-year and 100-year storm events within the referenced two proposed roadway segments, including the existing storm sewer along Papas Drive. Table ES.4 from the Report indicates that the peak flows at the two outfalls are lower in the proposed condition when compared to those under the existing conditions for storm events up to and including the Atlas 14 100-yr storm event.

The permit applications for the subsequent drainage plans must include a certification from a professional engineer licensed to practice in the state of Texas that the future developments will cause no adverse impact to the receiving drainage and detention facilities, including downstream facilities, in full compliance with this Report.

At this time, no deviation or variance requests from the District's R&R have been requested or granted. We offer no objections to this Kingsland East Road Expansion Drainage Impact Assessment and recommend the District accept this Report.

Please note that this recommendation does not necessarily mean that the proposed design and all the calculations provided in the accompanying documentation have been completely checked and verified. Omissions in this review do not relieve the Development from complying with the District's R&R or any other regulatory requirements from a different entity having jurisdiction. Moreover, the Report submitted has been prepared, dated, signed, and sealed by a Professional Engineer who is licensed to practice in the State of Texas, conveying their professional responsibilities and accountability.

The applicant shall not use this letter to commence any construction activities prior to receiving the **approved permits** for the subsequent drainage plans from all applicable governing entities with jurisdiction.

Please do not hesitate to call if you have any questions or need additional information.

Sincerely,

Michael H. McCarthy, PE

MHM/dme

https://jonesandcarter.sharepoint.com/sites/BKDDTeamSite/Shared Documents/BKDD All Permits/R0002-1003-57 Kingsland Blvd East Expansion Permit Rev/Plan Reviews/Plan Review Letters/Kingsland Blvd East Expansion Drainage Impact Assessment Letter_100423.docx

Enclosures

cc: Mr. Chris Roznovsky, PE – Ward Getz and Associates via email croznovsky@wga-llp.com
Mr. Ken Sheblak, PE – Ward Getz and Associates via email ksheblak@wga-llp.com
Mr. Jonatan Haro, PE – Ward Getz and Associates via email jharo@wga-llp.com
Honorable Carbett "Trey" J. Duhon, III, Waller County Judge via email t.duhon@wallercounty.us
Mr. Justin Beckendorff, Waller County Commissioner Precinct 4 via email j.beckendorff@wallercounty.us
Mr. Ross McCall, PE – Waller County Engineer via email r.mccall@wallercounty.us
Mr. Andrew Johnson, III – Johnson Petrov, LLP via email bkddlegal@johnsonpetrov.com



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Katy, Texas 77449
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www.quiddity.com

October 5, 2023

Mr. Arnold England, President
Brookshire-Katy Drainage District
PO Box 608
Brookshire, Texas 77423

Reference: Waller County Road Improvement District No. 1
Kingsland East Road Expansion – **Final Drainage Plans**
Permit No. 2022-108
Quiddity, Inc. Job No. R0002-1003-57

Dear Mr. England:

The Brookshire-Katy Drainage District (District) received a permit application as follows:

Applicant: Ward Getz and Associates

Permit Type: Tract Development without Platting – Final Drainage Plans

Location: South of Interstate 10, north of Jordan Crossing Blvd., west of Texas Heritage Parkway, and east of Jordan Ranch Blvd.

Survey: H. & T.C. Railroad Company Survey, Section 121, Abstract 201, Waller County, Texas

Previous Approvals: N/A

Description: The Kingsland East Road Expansion (Project) is located south of Interstate 10, north of Jordan Crossing Blvd., west of Texas Heritage Parkway, and east of Jordan Ranch Blvd. The Project includes approximately 0.75 acres of new concrete pavement and accompanying drainage system that will complete the west-bound portion of the boulevard section.

The Project includes two roadway improvement segments. The first proposed roadway segment is located west of Pappas Drive with runoff being conveyed through a proposed roadside ditch which will connect to the existing underground public storm sewer system at Kingsland Boulevard and Pappas Drive. The flow is directed south along Pappas Drive and outfalls into the existing Willow Creek Farms detention channel. The second proposed roadway segment is located east of Scarlet Oak Lane with runoff being conveyed through a proposed roadside ditch which will outfall directly into the Willow



Mr. Arnold England, President
October 5, 2023
Page 2

Creek Farms detention channel. The Pappas Drive storm sewer and Willow Creek Farms detention channel were included in the plans titled, "Phase One of Kingsland Blvd. and Pappas Drive Water, Drainage, and Paving Improvements," which were approved under Permit No. 2012-11 on July 9, 2012.

DFMA: The detention facilities that serve the project are existing and it is our understanding there is not an executed Detention Facilities Maintenance Agreement with the District.

Technical Review: Based on our review of the final drainage plans (plans), the permit application generally complies with the District's Rules and Regulations (R&R); we interpose no objection and recommend its approval by the District's Board of Supervisors.

Please note that this recommendation does not necessarily mean that the proposed design and all the calculations provided in the accompanying documentation have been completely checked and verified. Omissions in this review do not relieve the Development from complying with the District's R&R or any other regulatory requirements from a different entity having jurisdiction. Moreover, the plans submitted have been prepared, dated, signed, and sealed by a Professional Engineer who is licensed to practice in the State of Texas, conveying their professional responsibilities and accountability.

At this time, no deviation or variance requests from the District's R&R have been requested or granted. The proposed Development shall be constructed per the District's approved plans and in conformance with the District's R&R.

For the Applicant: Please be advised that in an effort to comply with the District's policy to maintain zero net increase in stormwater runoff rates and to ensure that no adverse impacts are attributable to the proposed Development, all detention facilities (i.e., drainage infrastructure and outfall(s)) must be constructed and functional before beginning construction of any impervious improvements.

At least two business days prior to starting construction of the Detention Facilities and Drainage Infrastructure, the Developer's contractor shall notify the District's General Manager in writing. The Pre-Construction Notification form can be found on the District's website under Permit Application and Engineering Documents (<https://www.bkdd.dst.tx.us/page/BKDD.Home>).



QUIDDITY

Mr. Arnold England, President
October 5, 2023
Page 3

The Applicant shall not use this letter to commence any construction activities prior to receiving the **approved permit** from the governing entity with jurisdiction.

Please do not hesitate to call if you have any questions or need additional information.

Sincerely,

Michael McCarthy, PE

MHM/dme

https://R0002-1003-57 Kingsland Blvd East Exp/Plan Reviews/Plan Review Letters/Kingsland Blvd East Exp Drg Plans Approval Letter_100423.docx

cc: Mr. Chris Roznovsky, PE – Ward Getz and Associates via email croznovsky@wga-llp.com
Mr. Ken Sheblak, PE – Ward Getz and Associates via email ksheblak@wga-llp.com
Mr. Jonatan Haro, PE – Ward Getz and Associates via email jharo@wga-llp.com
Honorable Carbett "Trey" J. Duhon, III, Waller County Judge via email t.duhon@wallercounty.us
Mr. Justin Beckendorff, Waller County Commissioner Precinct 4 via email j.beckendorff@wallercounty.us
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October 5, 2023

Mr. Arnold England, President
Brookshire-Katy Drainage District
PO Box 608
Brookshire, Texas 77423

Reference: Katy 1093, LTD
Sol Club West – **Final Drainage Plans**
Permit No. 2023-61
Quiddity, Inc. Job No. R0002-1020-01.004

Dear Mr. England:

The Brookshire-Katy Drainage District (District) received a permit application as follows:

Applicant: Stanford Engineering

Permit Type: Tract Development without Platting – Final Drainage Plans

Location: North of Sunterra Beach Drive, east of Crystal Vista Drive, and west of Bartlett Road

Survey: H. & T.C. Railroad Company Survey, Section 121, Abstract 201, Waller County, Texas

Previous Approvals: N/A

Description: The proposed Sol Club West (Development) is located north of Sunterra Beach Drive, east of Crystal Vista Drive, and west of Bartlett Road, and within the Sunterra development. The tract encompasses 7.74 acres and includes 0 lots, 1 reserve, and 1 block.

The Development includes the construction of recreational facilities, parking, landscape, and underground private drainage system. The drainage from the site is routed through the proposed private underground storm sewer system which will outfall to Pond B, which outfalls to Pond E, which then outfalls to Cane Island Branch of Buffalo Bayou. Ponds B and E were included in the plans titled "Sunterra Mass Grading and Detention Phase I," which were approved under Permit No. 2020-18 on August 10, 2020.

Variance Request: A completed variance request form has been submitted with this application for the Board's consideration. A copy of the variance request form is enclosed. Based on our review of the variances requested, plans, and supplemental information provided by the applicant's engineer, we accept the variance request as submitted.

DFMA: Ponds B and E are included in an executed Detention Facilities Maintenance Agreement with the District.

Technical Review: Based on our review of the final drainage plans (plans), the permit application generally complies with the District's Rules and Regulations (R&R); we interpose no objection and recommend its approval by the District's Board of Supervisors, contingent upon the Board's approval of the variance request.



Mr. Arnold England, President

October 5, 2023

Page 2

Please note that this recommendation does not necessarily mean that the proposed design and all the calculations provided in the accompanying documentation have been completely checked and verified. Omissions in this review do not relieve the Development from complying with the District's R&R or any other regulatory requirements from a different entity having jurisdiction. Moreover, the plans submitted have been prepared, dated, signed, and sealed by a Professional Engineer who is licensed to practice in the State of Texas, conveying their professional responsibilities and accountability.

For the Applicant:

Please be advised that in an effort to comply with the District's policy to maintain zero net increase in stormwater runoff rates and to ensure that no adverse impacts are attributable to the proposed Development, all detention facilities (i.e., drainage infrastructure and outfall(s)) must be constructed and functional before beginning construction of any impervious improvements.

At least two business days prior to starting construction of the Detention Facilities and Drainage Infrastructure, the Developer's contractor shall notify the District's General Manager in writing. The Pre-Construction Notification form can be found on the District's website under Permit Application and Engineering Documents (<https://www.bkdd.dst.tx.us/page/BKDD.Home>).

The Applicant shall not use this letter to commence any construction activities prior to receiving the **approved permit** from the governing entity with jurisdiction.

Please do not hesitate to call if you have any questions or need additional information.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael McCarthy", with a long, sweeping horizontal line extending to the right.

Michael McCarthy, PE

MHM/dme

https://jonesandcarter.sharepoint.com/sites/BKDDTeamSite/Shared Documents/BKDD All Permits/R0002-1020-01.004 Sol Club West/3.0 - LETTERS/Sol Club West - Final Drainage Plans Approval letter_100423.docx

cc: Mr. Shamar O'Bryant – Katy 1093, LTD via email sobryant@landtejas.com
Mr. Brice Stanford, PE – Stanford Engineering via email brice@stanfordeng.com
Honorable Carbett "Trey" J. Duhon, III, Waller County Judge via email t.duhon@wallercounty.us
Mr. Kendric D. Jones, Waller County Commissioner Precinct 3 via email k.jones@wallercounty.us
Mr. Ross McCall, PE – Waller County Engineer via email r.mccall@wallercounty.us
Mr. Andrew Johnson, III – Johnson Petrov, LLP via email bkddlegal@johnsonpetrov.com



Rules and Regulations Variance Request Form

07-06-22

SECTION 1 – APPLICANT INFORMATION

Rules and Regulations Variance

- No variance will be granted unless requested in writing and approved by the Board.
- In the instances when an applicant can justify and fully support that a requirement or criteria listed within the District's Rules and Regulations cannot be satisfied, a variance request can be submitted for review.
- Each submittal will be evaluated by the District's Engineer and Brookshire-Katy Drainage District Board on a case-by-case basis.
- All supplemental documentation required to support the variance request shall be submitted for the District's review.
- Submittal of a variance request **does not** in any way guarantee an approval of the variance. The District Board reserves the option to not grant any variance request.
- Any variance granted will only be applicable to the specific site and conditions for which the variance was granted. It will not modify or change any standards as they apply to other sites or conditions.
- All incomplete variance request forms or requests that do not provide sufficient technical support documentation will be rejected.
- 30 calendar days prior to the desired Board meeting date at which approval of the variance request is desired, the Applicant shall submit a complete variance request form with accompanying documentation to support.

Mark Type of Variance:

- | | |
|---|---|
| ☐ Utility, Pipeline, and Cable Crossings | ☒ Tract Development without Platting |
| ☐ Private and Public Road Crossings | ☐ Tract Development with Platting |
| ☐ Drainage Connection without Land Use Changes | ☐ Master Drainage Plan |

Specific Section in Rules & Regulations that is being requested to vary (Ex: Article 1, Sect. 1.A):

Article VI, Sect. 5 B.5(a)
Required

Project Information:

Project Address/ Legal Description: Crystal Vista Drive, Katy, TX 77493 SOL CLUB WEST

BKDD Project No.: TBD

Owner/ Applicant Information:

Owner's Name: AstroSunterra LP c/o Land Tejas Date: 09-01-2023

Applicant's Engineer Firm Name: Stanford Engineering, LLC

Submitted By: Brice Stanford, P.E.

E-mail: brice@stanfordeng.com Phone: 903-714-7256



Rules and Regulations Variance Request Form

07-06-22

SECTION 2 – ENGINEERING JUSTIFICATION

Engineering Reason for Variance Request (specify details):

Statement of what the variance request is and why the selected criteria listed within the District's Rules and Regulations should be varied or is not applicable to your development. Justification shall not include cost or reference to cost.

If space provided is not adequate, continue/provide on a separate document and attach as needed.

Variances Requested:

1. We are requesting that the development's stormwater outfall to Pond 'B' be set 1 foot above the static water surface elevation in the pond.

We have concerns about the constructability of a submerged outfall because Pond B is abnormally deep (25' from the pond bottom to the static water surface elevation). The depth and the 3:1 side slopes of the pond make it very challenging to build a coffer dam for construction. Additionally, there are several existing, submerged RCB storm sewers hydraulically connected to Pond B. Therefore, pumping down the entire Pond B for construction would be difficult as we would have to plug several submerged RCB storm sewers to isolate Pond B. Placing the storm sewer above the static water surface elevation also allows for easier televising and maintenance in the future.

SECTION 3 – BKDD REVIEW

For the District use only:

Recommendation/ Reason(s) if not approved:		☐ Approved as Submitted
		☐ Approved as Noted
		☐ Not Approved for Reason(s) Stated
		☐ Not Applicable
_____ BKDD President	Date: ____ / ____ / ____	
_____ BKDD General Manager		
_____ BKDD District Engineer		

Attention:

The approval of this variance in no way affects the responsibilities and liability of the Owner or Design professional who is responsible for the project and for the associated plan sheet and design. No representation or warranty of any kind is made by the District for any purposes whatsoever.

BROOKSHIRE-KATY DRAINAGE DISTRICT
MONTHLY EQUIPMENT MILEAGE/HOUR, AND EXPENSE REPORT

September 2023

TRACTORS

EQUIPMENT	YEAR MODEL	LIFETIME HOURS	HOURS THIS MONTH	FISCAL YTD HOURS	EXPENSES THIS MONTH	FISCAL YTD EXPENSES
JD 5100E BAT-WING TRACTOR	2019	2,578	10	585	\$36.00	\$3,428.28
JD R15 15' Flex-Wing Cutter	2019	-	-	-	\$0.00	\$0.00
JD 6145M 2019 BOOM MOWER	2019	2,358	11	540	\$0.00	\$14,031.18
JD 6145M 2021 BOOM MOWER	2021	1,157	26	551	\$0.00	\$1,415.66
JD 6150M BOOM MOWER	2015	5,961	0	636	\$7,928.79	\$12,440.53
JD 930M Z-TRAK MOWER	2018	555	2	78	\$0.00	\$297.19

HEAVY EQUIPMENT

EQUIPMENT	YEAR MODEL	LIFETIME HOURS	HOURS THIS MONTH	FISCAL YTD HOURS	EXPENSES THIS MONTH	FISCAL YTD EXPENSES
CAT D6k2 DOZER	2019	1,268	6	398	\$0.00	\$2,830.40
CAT 323 EXCAVATOR	2018	3,846	110	1,019	\$0.00	\$9,089.67
CAT 416E BACKHOE	2012	3,167	24	321	\$880.64	\$2,107.82
JD 755A TRACK LOADER	1982	2,614	12	49	\$0.00	\$997.41
NORAM 65E MOTOR GRADER	2014	2,908	6	107	\$0.00	\$6,115.77

VEHICLES

EQUIPMENT	YEAR MODEL	LIFETIME MILES	MILES THIS MONTH	FISCAL YTD MILES	EXPENSES THIS MONTH	FISCAL YTD EXPENSES
F-250 4X4 w/FUEL TANK (CREW)	2020	12,978	167	4,652	\$195.76	\$401.38
TACOMA SR 4X4 (INSPECTOR)	2019	40,609	1,069	11,109	\$69.96	\$2,027.77
F-150 4X4 (GENERAL MANAGER)	2017	80,054	1,106	13,861	\$0.00	\$1,690.51
F-250 4X4 (FOREMAN)	2016	102,565	45	7,609	\$0.00	\$181.60
F-750 DUMP TRUCK	2011	38,422	425	3,814	\$55.96	\$4,633.91
FREIGHTLINER HAUL TRUCK	2000	384,719	14	848	\$0.00	\$3,905.45
DODGE RAM 4X4 (2301)	2023	2,066	337	2,066	\$0.00	\$1,021.78
DODGE RAM 4X4 (2302)	2023	5,116	804	5,116	\$0.00	\$940.81
CHEVROLET C-60 FARM TRUCK	1977	UNKNOWN	UNKNOWN	UNKNOWN	\$0.00	\$16.50

TRAILERS

EQUIPMENT	YEAR MODEL	EXPENSES THIS MONTH	FISCAL YTD EXPENSES
LOAD MAX TRAIL 20' TANDEM	2020	\$0.00	\$0.00
CARRY-ON 6'x8' 2-WHEEL	2017	\$0.00	\$0.00
NUTTALL LOWBOY	1985	\$0.00	\$0.00
SPRAYER TANK TRAILER	?	\$0.00	\$0.00
HOME-MADE 4-WHEEL	1980	\$0.00	\$0.00

SEPTEMBER 2023 - FINANCIAL REPORT

Exhibit "D"

General Fund	\$1,881,659.75
Payroll Fund	\$190,198.80
Petty Cash	\$1,922.26
Building Fund	\$1,465,312.35
Capital Improvement Fund	\$600,857.71
Texpool Fund	\$3,055.83
Amegy Bank Checking	\$69,600.84
Austin Co. State Bank CD	\$244,392.06
Bank of Shiner CD	\$182,076.20
Bank of Brenham CD	\$245,000.00
Citizens State Bank CD	\$240,956.67
Fayetteville Bank CD	\$179,641.34
First Nat. Bank Bellville CD	\$180,380.64
Industry State Bank CD	\$246,720.99
TOTAL RECONCILED BALANCE	\$5,731,775.44
<i>All accounts are reconciled.</i>	

RESERVES:
\$1,519,167.90

FUNDS						
	TexPool	Prosperity Bank General Fund	Prosperity Bank Payroll Fund	Amegy Bank Grant - Checking	Prosperity Bank Building Fund	Prosperity Bank Capital Imprvmnts
Fund Balance						
Beginning Balance 9/1	\$3,042.19	\$2,223,660.04	\$99,173.69	\$69,600.84	\$1,489,618.31	\$600,783.64
Deposits and Credits	\$13.64	\$57,067.79	\$150,478.93	\$0.00	\$181.04	\$74.07
Debits and Withdrawals	\$0.00	\$312,227.10	\$35,163.80	\$0.00	\$24,487.00	\$0.00
Ending Balance 9/30	\$3,055.83	\$1,968,500.73	\$214,488.82	\$69,600.84	\$1,465,312.35	\$600,857.71
Less Total Outstanding Drafts/Deposits (Net Amount)	\$0.00	-\$86,840.98	-\$24,290.02	\$0.00	\$0.00	\$0.00
Adjusted Ending Balance 9/30	\$3,055.83	\$1,881,659.75	\$190,198.80	\$69,600.84	\$1,465,312.35	\$600,857.71
Monthly Interest Earned	\$13.64	\$256.36	\$21.93	\$0.00	\$181.04	\$74.07

CERTIFICATES OF DEPOSIT							
	Austin County State Bank	Bank of Shiner	Citizens State Bank	Fayetteville Bank	First National Bank of Bellville	Industry State Bank	Bank of Brenham
Fund Balance							
Beginning Balance 9/1	\$244,392.06	\$182,076.20	\$240,956.67	\$179,641.34	\$180,380.64	\$246,720.99	\$245,000.00
Deposits and Credits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Debits and Withdrawals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Ending Balance 9/30	\$244,392.06	\$182,076.20	\$240,956.67	\$179,641.34	\$180,380.64	\$246,720.99	\$245,000.00
Interest/Earned	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

BUDGET	
22-23 FY Budget	\$3,997,825.15
YTD Expenses	\$2,604,976.59
New Equipment	\$178,455.67
3560 Fourth St. (6.893 Acres)	\$392,894.02
New Facilities Line Item Transfer	\$392,931.27
Total Budgeted Expenses YTD	\$3,569,257.55

3560 Fourth St. (6.893 Acres)	
Delegated from Civil Penalties Received	\$400,000.00
Delegated from 22-23 FY Budget - Line Item: Cap Imprvmnt	\$392,894.02
Total Purchase Price for Property	\$792,894.02



Brookshire - Katy Drainage District

P.O. BOX 608
BROOKSHIRE, TEXAS 77423

QUARTERLY FINANCIAL ADVISOR'S REPORT

District investment activity in TexPool for the 3rd quarter of 2023 is as follows:

Beginning Balance – July 1, 2023	\$3,016.48
Interest earned – July – September 30, 2023	\$39.35
Ending Balance – September 30, 2023	\$3,055.83

As of September 30, 2023, the Brookshire-Katy Drainage District had an ending TexPool balance of \$3,055.83.

All District financial transactions are made by Board action and documented in the minutes of each monthly board meeting of the Board of Supervisors.

The Brookshire-Katy Drainage District funds invested in Texpool Fund are invested in accordance with the District's Amended Financial Investment Policy and Texpool Participation Agreement. This investment policy is governed by the following objectives in order of priority:

- (1) Preservation and safety of principal;
- (2) Liquidity
- (3) Return on Investments
- (4) Diversification, and,
- (5) Public trust from prudent investment activities.

District revenue funds not needed for the daily operation of the District are invested in TexPool, Fayetteville Bank, Austin County State Bank, Amegy Bank (Grant Account), Citizen's State Bank, Bank of Shiner, First National Bank of Bellville, Industry State Bank and Bank of Brenham. Only those funds needed to pay the monthly bills and operating expenses are kept in the District's General Fund at Prosperity Bank. The Payroll Fund is used to pay the employees. The District also has a Petty Cash Fund of \$1,922.26, Capital Improvements Fund of \$600,857.71 for special drainage projects, and a Building Fund of \$1,465,312.35 for the new Brookshire Katy Drainage District Administration Building. The District has no other funds, such as debt service, bond fund.

The weighted average maturity of the TexPool Fund was 23 days, also weighted average life was 86 days with the current invested balance of the TexPool Fund being \$29,245,867,923.00. The net asset value is 0.99984%. The Standard and Poor's current rating is AAAM.

Pursuant to the Texpool Participation Agreement, market value of collateral supporting the Repurchase Agreements is at least 102% of the Book Value. Federated Investors manages the portfolio and the assets are safe kept in a custodial account at the State Street Bank in the name of Texpool. The only source of payment to participants is the assets of Texpool. There is no secondary source of payment for the pool, such as insurance or State guarantee.

District Investment Activity in First National Bank of Bellville - FDIC Insured Certificate of Deposit

CD 1 yr, renewed, due at 11/20/2023 1.1% - Interest posted quarterly	
Beginning Balance 7/01/2023	\$179,881.22
Debits or Withdrawals	\$0.00
Interest Earned – 7/01/2023-9/30/2023	\$499.42
Ending Balance – 9/30/2023	\$180,380.64

District Investment Activity in Fayetteville Bank - FDIC Insured Certificate of Deposit

CD 1 yr, renewed, due at 2/22/2024 1.1% - Interest posted quarterly	
Beginning Balance 07/01/2023	\$179,143.97
Debits or Withdrawals	\$0.00
Interest Earned – 07/01/2023-9/30/2023	\$497.37
Ending Balance – 9/30/2023	\$179,641.34

District Investment Activity in Austin Co. State Bank – FDIC Insured Certificate of Deposit

CD 1 yr, renewed, due at 4/18/2024 1.1% - Interest posted quarterly	
Beginning Balance 07/01/2023	\$244,392.06
Debits or Withdrawals	\$0.00
Interest Earned – 07/01/2023-9/30/2023	\$0.00
Ending Balance – 9/30/2023	\$244,392.06

District Investment Activity in Citizen’s State Bank – FDIC Insured Certificate of Deposit

CD 15 months due at 2/21/2024 3.50% - Interest posted annually	
Beginning Balance 07/01/2023	\$240,956.67
Debits or Withdrawals	\$0.00
Interest Earned – 07/01/2023-9/30/2023	\$0.00
Ending Balance – 9/30/2023	\$240,956.67

District Investment Activity in Bank of Shiner – FDIC Insured Certificate of Deposit

CD 1 yr. due 2/3/2024 0.70% - Interest posted annually	
Beginning Balance 07/01/2023	\$182,076.20
Debits or Withdrawals	\$0.00
Interest Earned – 07/01/2023-9/30/2023	\$0.00
Ending Balance – 9/30/2023	\$182,076.20

District Investment Activity in Industry State Bank – FDIC Insured Certificate of Deposit

CD 1 yr. due 1/12/2024 .70% - Interest post annually	
Beginning Balance 07/01/2023	\$246,720.99
Debits or Withdrawals	\$0.00
Interest Earned - 07/01/2023-9/30/2023	\$0.00
Ending Balance - 9/30/2023	\$246,720.99

District Investment Activity in Bank of Brenham – FDIC Insured Certificate of Deposit

CD 1 yr. due 1/21/2024 .70% - Interest post annually	
Beginning Balance - 07/01/2023	\$245,000.00
Debits or Withdrawals	\$0.00
Interest Earned – 07/01/2023 – 9/30/2023	\$0.00
Ending Balance – 9/30/2023	\$245,000.00

Total interest earned on District investments this quarter is \$996.79.

I hereby certify that all the investments made during the third quarter of 2023 comply with the Brookshire-Katy Drainage District's Amended Financial Investment Policy. Wendy Sidwell, Brookshire-Katy Drainage District Financial Advisor, submits this quarterly investment report for the third quarter of 2023.


Wendy Sidwell

October 4, 2023