

MINUTES  
FORT BEND GRAND PARKWAY TOLL ROAD AUTHORITY

February 17, 2016

The Board of Directors (the “Board”) of the Fort Bend Grand Parkway Toll Road Authority (the “Authority”) met in regular session, open to the public, on the 17th day of February, 2016, at the offices of the Greater Fort Bend Economic Development Council, One Fluor Daniel Drive, Sugar Land, Texas, and the roll was called of the members of the Board:

James D. Condrey, DDS	Chairman
Bobbie A. Tallas	Vice Chairman
Charles Rencher	Secretary
Dean Hrbacek	Assistant Secretary
William D. Kee, III	Treasurer/Assistant Vice Chairman

and all of the above were present except Directors Tallas and Rencher, thus constituting a quorum.

Also present for all or part of the meeting were: David Gornet of the Grand Parkway Association; Mark Heidaker of Property Acquisition Services, LLC; Todd Tinrber of LJA Engineering, Inc.; Cliff Kavanaugh of First Southwest Company; Scott Kirby of Aguirre + Fields; Karen Vannerson and James Harris, of Linebarger Goggan Blair & Sampson LLP; Zak Vermillion of Ramos Consulting; Raj Basavaraju of HNTB; Gary Gehbauer of Brown & Gay Engineers, Inc.; Pamela Logsdon of AVANTA Services; Officers Terence Wall Ronald DeJohn of Fort Bend County Constables Office Precinct 3; Roy Cordes, Richard Stolleis, and Cindy Pribyl of Fort Bend County; Michael Stone, Phil Martin and Megan Browne of Mike Stone Associates, Inc. (“MSA”); Richard Muller, Jenny Saldago, and Amy N. Love of The Muller Law Group (“MLG”). A list of others in attendance is attached.

Director Condrey called the meeting to order.

RECEIVE PUBLIC COMMENTS

Director Condrey opened the meeting to receive public comments. There being no public comments, Director Condrey closed the meeting to public comments.

CONSENT AGENDA

Director Hrbacek requested agenda item no. 4 be pulled from the Consent Agenda. Director Condrey requested agenda item no. 5 be pulled from the Consent Agenda.

Director Kee moved to approve the following Consent Agenda items: (1) the meeting minutes from January 20, 2016; and (2) the bookkeeper’s report, including payment of bills. Director Hrbacek seconded the motion, which was approved by unanimous vote. Copies of documents related to Consent Agenda items are included in the attached Board Book.

The Board reviewed the operating report. Mr. Stone discussed a recent site visit to the customer support center for Xerox. He stated that the focus of the visit was to discuss customer

service, discuss a prompt resolution for violations, and reducing the number of violations moving to the collections process. Mr. Stone added that MSA requested Xerox help the Authority identify opportunities throughout the violation process to reduce costs and increase customer services. The Board then discussed the best opportunities for cost savings with Xerox. Following review and discussion, Director Hrbacek moved approve the operating report. Director Kee seconded the motion, which was approved by unanimous vote.

Director Condrey stated that the audit is not ready for approval by the Board. No Board action was taken.

#### ADDITIONAL OPERATING MATTERS

Mr. Stone discussed additional operating matters. He added that the construction contracts for the storm sewer repair project were approved by MLG and will be sent to Commissioners Court this week for approval.

#### SUPPLEMENTAL AGREEMENT XEROX

Mr. Stone discussed changes to the system for issuing non-tag customers invoices in lieu of violation notices. He stated that MSA is waiting on additional information from Xerox on the final cost and monthly fee to implement the changes. Following discussion, Director Hrbacek moved to authorize the Chairman or Vice Chairman to execute the Supplemental Agreement with Xerox subject to: (1) the cost not exceeding \$300,000; (2) review of the Agreement by MLG; and (3) receipt of Form 1295. Director Kee seconded the motion, which was approved by unanimous vote. Mr. Muller added that once the Agreement is executed by all parties it will be sent to Commissioners Court for approval. Director Hrbacek asked that the Agreement be emailed to the Board once it is finalized.

#### PLANNING/CAPITAL IMPROVEMENTS

##### SEGMENT "C" PHASE I (U.S. 59 TO RABBS BAYOU)

Mr. Gehbauer gave an update on construction of Segment "C," Phase 1. He stated that MLG is waiting on additional documents from the contractor to finalize the contract. Mr. Muller added that once all of the paperwork is finalized the contract will be executed by all parties and sent to Commissioners Court for approval.

Mr. Stone gave an update on utility relocation for this project. He stated that CenterPoint is in the process of relocating their utilities and that Comcast and Phonoscope have utilities that still need to be relocated.

Mr. Stone then recommended the Authority enter into an agreement with Associated Testing Laboratories, Inc. ("ATL") for geotechnical services at an amount not to exceed \$75,000.00. Following review and discussion, Director Hrbacek moved to authorize the Chairman or Vice Chairman to execute an Engineering Services Agreement with ATL for the geotechnical services at an amount not to exceed \$75,000.00. Director Kee seconded the motion, which was approved by unanimous vote. Mr. Muller added that once the Agreement is fully executed it will be sent to Commissioners Court for approval.

DESIGN OF DIRECT CONNECTORS AT FM 1093

Mr. Gehbauer and Mr. Kirby gave an update on the design of the direct connectors.

PEEK ROAD INTERSECTION MODIFICATIONS

Mr. Gehbauer stated that the contracts for the Peek Road intersection modifications project were approved by MLG and will be sent to Commissioners Court this week for approval. Mr. Stone added that MSA is in the process of notifying businesses in the area of the road closure. No Board action was required.

CONVENE IN EXECUTIVE SESSION PURSUANT TO SECTION 551.072, TEXAS GOVERNMENT CODE, TO DELIBERATE THE PURCHASE, EXCHANGE, LEASE, OR VALUE OF REAL PROPERTY

The Board convened in Executive Session at 6:32 p.m.

RECONVENE IN OPEN SESSION

The Board reconvened in regular session at 6:54 p.m.

Following discussion, the Board concurred to hold the next Board meeting on March 23, 2016, at the regular time and meeting place to accommodate special commissioners' hearings.

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

(SEAL)

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Secretary, Board of Directors

LIST OF ATTACHMENTS

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