

SUNBELT FRESH WATER SUPPLY DISTRICT
MINUTES OF MEETING OF BOARD OF DIRECTORS

January 8, 2026

The Board of Directors (individually referred to as "Directors," collectively, the "Board") of Sunbelt Fresh Water Supply District (the "District"), met in a regular session at 5:00 p.m. on Thursday, January 8, 2026, at 410 West Gulf Bank Road, Houston, Texas, pursuant to notice of said meeting posted in accordance with Chapter 551 of the Texas Government Code; whereupon the roll was called of the members of the Board, to-wit:

Nathan Wade	President
Sandra Jaramillo	Vice President
Elizabeth Santiago	Secretary
Lynda Powell	Assistant Secretary
Ruben Salazar	Director

All Board members were present, thus constituting a quorum. Also attending were Justin Edwards and Anna Hunter of A&S Engineers, Inc. ("Engineer" or "A&S"); Mario Garcia and Claudia Garza of Municipal Operations and Consulting, Inc. ("Operator" or "MOC"); LaDonna Smith and Mary Jane Mendoza, employees of the District;; and Elliot M. Barner, attorney, of Radcliffe Adams Barner PLLC ("Attorney" or "RAB").

The President, after finding that the notice of the meeting was posted as required by law and determining that a quorum of the Board was present, called the meeting to order at 5:00 p.m. and declared it open for such business as may regularly come before it.

PUBLIC COMMENT

The President then opened the meeting to public comment.

There being no public comments, the President directed the Board to proceed with the agenda.

APPROVE MINUTES OF DECEMBER 4, 2025 ENGINEERING-OPERATIONS MEETING

It was the consensus of the Board to table approval of the December 4, 2025 minutes until the Board has an opportunity to review them.

OPERATOR'S REPORT

Mr. Garcia presented the Operator's Report, a copy of which is available upon request, and reviewed with the Board the general operations, maintenance and repairs that occurred within the District, including water and wastewater operations and water accountability for the District's service areas.

Mr. Garcia updated the Board on the status of water capacity, production, and ultrasonic leak detection in the Fairgreen-High Meadows Service Area ("Fairgreen"). Mr. Garcia stated there are no issues to report.

Mr. Garcia next reported regarding the High Meadows Service Area, stating there were no issues to report.

Mr. Garcia updated the Board regarding the Northline Terrace Water Well No. 1. Mr. Garcia stated that C&C Water Services ("C&C") has the liner in fabrication and upon receipt and installation, the pump will be installed. A discussion ensued.

Mr. Garcia reported there were no current issues to report regarding the Oakwilde Service Area.

Mr. Garcia reported there were no current issues to report regarding the Oak Glen Service Area.

Mr. Garcia next updated the Board regarding the Woodland Oaks Service Area, Water Plant No. 1. Mr. Garcia stated that STP Services ("STP") has installed the new booster pump and replaced suction and discharge valves that were leaking by the booster pumps. Mr. Garcia further stated that the Texas Commission on Environmental Quality ("TCEQ") inspection occurred with no violations.

Mr. Garcia next reported regarding the Woodland Oaks Wastewater Treatment Plant, stating that the chlorine induction pump is currently down.

Mr. Garcia updated the Board regarding a service request for Building No. 7 located at 11201 Tanyard Creek Drive, within the Defined Area No. 1, which is served by Woodland Oaks, in the southern half of Hillwood's development. Mr. Garcia presented the tap fee quotes for Building Nos. 5 and 6.

Mr. Garcia reported there were no current issues to report regarding the Heather Glen Service Area.

Upon a **motion** by Director Powell, seconded by Director Santiago, after full discussion and with all Directors present voting aye, the Board approved the Operator's Report, as presented.

WATER CONSERVATION PLAN/DROUGHT CONTINGENCY PLAN

The President next directed the Board to consider the approval of the Water Conservation Plan/Drought Contingency Plan ("WCP/DCP"). It was the consensus of the Board to table the WCP/DCP until the February 5, 2026 Board meeting.

ENGINEER'S REPORT

Mr. Edwards presented to the Board the Engineer's Report, a copy of which is available upon request.

Fairgreen/High Meadows Service Area

Mr. Edwards updated the Board regarding the Surface Water Transmission Line Project to extend the existing 12-inch (12") City of Houston ("City") water transmission line down JFK Boulevard and to supply water to the Marquita Water Plant. Mr. Edwards stated that A&S provided RAB with an updated cost estimation to be used in an amendment to the existing Interlocal Agreement between the District and East Aldine District ("EAD").

Mr. Edwards updated the Board regarding the Elevated Storage Tank Variance request to the TCEQ. Mr. Edwards stated that A&S has addressed TCEQ's additional comments and resubmitted for approval.

Mr. Edwards updated the Board regarding East Aldine Estates Single-Family Residential Subdivision Project. Mr. Edwards reported that the water, sanitary sewer, drainage and lift station construction is complete, A&S has received water and wastewater test results, and A&S is awaiting receipt of the recorded drawings. Mr. Edwards further stated that A&S has supplied additional annexation documents requested by the City.

Mr. Edwards reported no change regarding the service request for 3940 Aldine Mail Route Road. The service request is for two (2) warehouse buildings totaling approximately 11,260 square feet in the amount of two (2) equivalent single-family connections ("ESFC"). A&S received the Harris County (the "County") approved drawings and await Fire Marshall's approved plans before issuing the No Objection Letter.

Mr. Edwards reported to the Board regarding the service request for residential development of 15 ESFC for both 11947 and 11955 Gloger Street. Mr. Edwards stated that A&S is currently collaborating with the developer and their engineer regarding the water line extension and sanitary sewer connection, while waiting on revised plans.

Mr. Edwards reported no change regarding the service request for 2026 Connordale Road. Mr. Edwards reminded the Board that A&S provided the application for service and deposit requirements to the owner of the tract and awaiting response.

Mr. Edwards next reported no change to the service request for one (1) ESFC for an auto repair shop located at 4538 Lauder Road. Mr. Edwards stated A&S provided to the applicant the Board approved Utility Commitment Letter and are awaiting plans to review. Mr. Edwards further stated that A&S will prepare the No Objection Letter and coordinate with MOC the tap fee quote upon receipt of County-approved drawings.

Mr. Edwards next reported a service request for six (6) ESFCs for a gas station, convenience store and strip center located at 13114 JFK Blvd. Mr. Edwards stated A&S provided to the applicant the Board approved Utility Commitment Letter and are awaiting plans to review.

Northline Terrace Service Area

Mr. Edwards reminded the Board that the construction is complete, and A&S is waiting on the recorded drawings and final project accounting.

Oak Glen Service Area

Regarding Harris County Housing and Community Development's (the "HCHCD") Community Development Block Grant ("CDBG") 2024 plan year, Mr. Edwards reminded the Board that Ram Rod Utilities, LLC ("Ram Rod") was selected and awarded the project. Mr. Edwards stated the contractor is complete, final inspection occurred and all punch list items have been addressed. Mr. Edwards presented for consideration and approval Ram Rod's Pay Application No. 5 and Final in the amount of \$57,637.90 and stated that the amount reflects a ten percent (10%) retainage withheld. Mr. Edwards further stated that upon approval of same, A&S will submit the reimbursement request to the County and work with the County to close out the project. Mr. Edwards further presented for consideration and approval Ram Rod's Change Order No. 3 in the amount of \$163,701.00 to adjust the contract quantities to match what was actually installed.

Mr. Edwards updated the Board regarding Oak Glen Water Line Replacement, Phase 2 Project to replace all remaining water lines after Phase 1 is complete, approximately 7,670 linear feet of water lines. Mr. Edwards stated that A&S submitted construction plans for the County's review.

Oakwilde Service Area

Mr. Edwards reminded the Board that R.P. Constructors, Inc. ("R.P.") was selected and awarded the Wastewater Treatment Plant and Lift Station Project. Mr. Edwards updated the Board regarding the continued installation of multiple concrete basins and other site work. Mr. Edwards presented for consideration and approval R.P.'s Pay Application No. 10 in the amount of \$266,643.14 and stated that the amount reflects a ten percent (10%) retainage withheld.

Mr. Edwards updated the Board regarding the construction plans for the Seven Mile Road Water Plant Improvements Project, which includes the round storage tank, booster pump addition, new electrical service and upgrades to the existing electrical components as well as site modifications. Mr. Edwards stated that A&S continues to work with the electrical engineers to determine if any components can be scaled back.

Mr. Edwards then updated the Board regarding the application for service for a proposed 0.884-acre development to be located at 11709 Aldine Westfield Road, outside the boundaries of the District. Mr. Edwards stated the City had additional comments and they are being addressed.

Mr. Edwards reported that Sweeping Corporation of America, LLC ("Sweeping Corp.") was awarded the Oakwilde Smoke Testing Project which included smoke testing of the Oakwilde Service Area, including the wastewater collection Systems of both Mary Frances/Mary Eleanor and the North Houston Heights neighborhoods. Mr. Edwards stated Sweeping Corp has completed their testing and A&S continues to review Sweeping Corp.'s submitted inspection videos.

Mr. Edwards then updated the Board that there is no change regarding the service request for 11730 Aldine Westfield Road, which consists of renovating a 7,945-foot building to serve as a banquet hall (no food service proposed), in the amount of two (2) ESFCs. Mr. Edwards reported that A&S is awaiting plans for review.

Mr. Edwards reminded the Board that the County awarded the Westfield Estates Wastewater Collection and Lift Station Project to C.E. Barker ("C.E.") and that construction is ongoing. Mr. Edwards stated A&S is attending periodic construction progress meetings being conducted by the County. Mr. Edwards reminded the Board that A&S continues to work with the County and their consultants regarding sanitary sewer installation and future residential signup. Mr. Edwards stated that the County prepared and distributed letters to residents with further instructions. A&S has notified C.E. that a temporary force main will be installed along the western boundary of the existing on-site lift station.

Heather Glen Service Area

Mr. Edwards updated the Board regarding the Houston Food Bank's revised service request for multiple buildings totaling 432,350 square feet and a revised capacity of 116 ESFCs. Mr. Edwards will coordinate with RAB the preparation of the service agreement.

Woodland Oaks Service Area

Mr. Edwards updated the Board regarding the Woodland Oaks Water Plant upgrades, stating A&S is working with the engineer to include in the upgrades the installation of an additional booster pump.

Mr. Edwards next updated the Board that A&S has engaged a ground water hydrologist to design the new well at the Woodland Oaks Water Plant No. 1.

Mr. Edwards updated the Board regarding the extension of the off-site water and sewer line installation to serve the Pinehaven development, which the Board awarded the contract to ISJ Utilities, LLC ("ISJ Utilities"). Mr. Edwards stated that A&S is working with the developer and District staff regarding tap fees for new residential water meters.

Mr. Edwards next updated the Board regarding a service request for 23 ESFCs for a warehouse building with several smaller internal offices located in the 8200 block of Breen Drive, on the north side of Breen Dr., just west of Herman Packaging. Mr. Edwards reported that RAB is preparing the annexation documents and will coordinate with the Operator for an estimated tap fee quote.

Mr. Edwards updated the Board regarding the Hillwood Lift Station Upgrades. Mr. Edwards reminded the Board that Pioneer Construction Services ("Pioneer") was awarded the project. Mr. Edwards stated the Notice to Proceed date is February 16, 2026 and A&S awaits submittals for review.

West Harris County Regional Water Authority Water Line Extension

Mr. Edwards reminded the Board that the contractor has completed construction of the eight-foot (8') diameter waterline on the right-of-way of Shady Lane and is awaiting pressure and disinfection testing results. Mr. Edwards stated the A&S is monitoring construction while contractor continues construction on the eight-inch (8") water transmission line, which is estimated for completion by year end.

Water Line Rehabilitation Within District

Mr. Edwards reported to the Board that there is no change regarding the Texas State Representative Armando Walle's office \$12 million grant awarded the District for water line replacement funds, under the Texas Water Development Board budget, which is pending final approval by Governor Abbott. Mr. Edwards stated A&S provided additional information regarding the Heather Glen Service Area and is waiting for details regarding the distribution of these funds which will encompass all District service areas, except Woodland Oaks. A discussion ensued.

Application by EAD for Funding of a Wastewater Collection System through the Texas Water Development Board ("TWDB") Clean Water State Revolving Fund

Mr. Edwards updated the Board as to the TWDB application to secure funds to install a wastewater collection system (and abandon existing residential on-site wastewater facilities) throughout the Castlewood Subdivision. Mr. Edwards stated East Aldine District is in the final process of securing TWDB funds for the design and preparation of construction drawings. A discussion ensued.

Mr. Edwards further stated the County is currently preparing drawings illustrating the curb and gutter wastewater drainage for the Castlewood Subdivision.

Evaluations of Facilities

Mr. Edwards updated the Board regarding Facilities Evaluation site visits. Mr. Edwards stated A&S has completed the site visits for each service area and is currently preparing formal reports.

Geographic Information System ("GIS") for District

Mr. Edwards updated the Board that A&S has completed the GIS for the District and is currently being reviewed internally. Mr. Edwards stated upon completion of the review, A&S will provide the weblink for all interested parties.

Mr. Edwards next updated the Board regarding the Project Accounting Worksheet presented at the last Board meeting stating A&S's next update at the February 5, 2026 Board meeting. A discussion ensued.

Application to HCHCD for CDBG program for Plan Year 2026 for Oakwilde Water Line Replacement, Phase 7

Mr. Edwards reminded the Board regarding the HCHCD CDBG application for the 2026 Oakwilde waterline replacement project ("Project"). Mr. Edwards stated that A&S has submitted the Project application to replace approximately 8,300 linear feet of water lines. Mr. Edwards further stated the District is required to contribute 25% of the overall Project cost and stated that the grant was submitted in the amount of \$780,000.

Upon a **motion** by Director Jaramillo, seconded by Director Santiago, after full discussion and with all Directors present voting aye, the Board approved the Engineer's Report, including: 1) Ram Rod's Pay Application No. 5 and Final in the amount of \$57,637.90; 2) Ram Rod's Change Order No. 3 in the amount of \$163,701.00; and 3) R.P. Pay Application No. 10 in the amount of \$266,643.14, as presented.

ATTORNEY'S REPORT

Mr. Barner then discussed with the Board that the upcoming Association of Water Board Directors conference being held on January 23-24, 2026.

ELECTION AGENDA

Mr. Barner then reminded the Board that the District's Directors Election is scheduled to be held on Saturday, May 2, 2026 (the "Election"), and that such election will be for positions held by Directors Wade and Santiago, since such positions' terms of office are due to expire. Mr. Barner provided candidate packets to each of the incumbents and stated Applications for a Place on the Ballot filing deadline is 5:00 p.m. on Friday, February 13, 2026.

Mr. Barner next reminded the Board that the County will not be entering into elections services contracts with local governmental entities for the Election. Mr. Barner then discussed with the Board leasing electronic voting equipment in order to conduct the Election, which is what the District did for the 2024 Directors Election.

Mr. Barner next reminded the Board that the District is responsible for securing election officials for the Election. Extensive discussion ensued regarding the amount of compensation for such officials. It was the consensus of the Board that the amount of compensation be the same amount as the 2024 Directors Election.

Mr. Barner further reminded the Board that the District's polling location for the Election will be the District's office, and that such office must be open to the public during the requisite early voting period prescribed by the Texas Election Code, which requires such polling location to be open to the public for at least nine (9) hours per day during weekdays, and on Election Day.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD, the meeting was adjourned at 6:13 p.m.

PASSED AND APPROVED this 5th day of February 2026.



Elizabeth Santiago
Elizabeth Santiago, Secretary
Sunbelt Fresh Water Supply District