

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

August 21, 2025

The Board of Directors (individually referred to as "Directors," collectively, the "Board") of Sunbelt Fresh Water Supply District (the "District") met in a regular Bookkeeping and Management Session, at 5:00 p.m. on Thursday, August 21, 2025, 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 LaDonna Smith and Mary Jane Mendoza, employees of the District; Barbara Nussa of Republic Services of Houston ("Republic"); Susan Hill of Governmental Financial Reporting, LLC ("Bookkeeper"); Greg Dubiel and Mario Garcia of Municipal Operations and Consulting, Inc. ("Operator" or "MOC"); Justin Edwards of A&S Engineers, Inc. ("Engineer" or "A&S"); 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.

As no public comments were offered, the President directed the Board to proceed with the agenda.

SOLID WASTE COLLECTION REPORT

Ms. Nussa presented Republic's Solid Waste Collection Report.

MINUTES

The President next directed the Board to consider the approval of the July 17, 2025 regular meeting minutes.

Upon a **motion** by Director Santiago, seconded by Director Wade, after full discussion and with all Directors present voting aye, the Board approved the minutes of July 17, 2025 regular meeting minutes, as presented.

BOOKKEEPER'S REPORT

Ms. Hill then presented the Bookkeeper's Report, a copy of which is available upon request.

Ms. Hill reviewed with the Board the District's current bills and financial statements and responded to questions from the Board.

Upon a **motion** by Director Santiago, seconded by Director Jaramillo, after full discussion and with all Directors present voting aye, the Board approved the Bookkeeper's Report, including: payment of current bills, as presented.

OPERATOR'S REPORT

Mr. Dubiel presented the Operator's Report to the Board, 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. Dubiel reported that one (1) service line repair has been completed in the Woodland Oaks Service Area.

Mr. Dubiel reported that one (1) service line repair has been completed in the High Meadows Service Area.

Mr. Dubiel reported that STP Services ("STP") has successfully repaired the alternator at the Fairgreen Wastewater Treatment Plant.

Mr. Dubiel reported that eight (8) service line repairs were completed in the Heather Glen Service Area.

Mr. Dubiel reported that Lift Pump No. 1 at the Heather Glen Water Plant ("WP") is currently not functioning due to a broken suction, which STP has scheduled repairs for August 27, 2025.

Mr. Dubiel reported that the roof and airline are leaking at the Northline WP and MOC is coordinating repairs.

Mr. Dubiel reported that five (5) service line repairs were completed in the Oakwilde Service Area. Mr. Dubiel further reported that during a search for the valve at Kowis and Shady Lane, a contractor was utilized to cut concrete to locate such valve.

Mr. Dubiel next reported that STP has successfully replaced time delays, relays, bypassed unnecessary items, three (3) pump alternators and multiple relays at WP No. 1 in the Oakwilde Service Area.

Mr. Dubiel reported that one (1) service line repair has been completed at the Oak Glen WP.

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

OFFICE REPORT

Ms. Mendoza presented the Monthly Revenue and Water Accountability Report, a copy of which is available upon request.

Ms. Smith reviewed the Door Tag Report and Returned Check Report for July 2025.

Ms. Smith presented the Meter Reread Report and updated the Board on the number of re-reads for the previous billing cycle.

Mr. Barner explained that he is unaware of any other collection agencies that pursue customers that are delinquent on their water bills. Mr. Barner reminded the Board that the collections company that the District has previously used is no longer in business. A discussion ensued regarding how third (3rd) party debt collectors collect unpaid bills and their fees.

Upon a **motion** by Director Jaramillo, seconded by Director Santiago, after full discussion and with all Directors present voting aye, the Board accepted the Office Report, as presented.

ETHICS POLICY

Mr. Barner and the Board reviewed certain matters related to fees of office and reimbursement of expenses and relevant provisions of the District's Ethics Policy.

ATTORNEY'S REPORT

Mr. Barner discussed with the Board security at District buildings and the status of the contract with ADP. A discussion ensued.

Mr. Barner then reviewed with the Board RAB's Legislative Summary of the 89th Legislative Session (2025) concerning legislation approved in such session and its effect on governmental entities such as the District.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD, the meeting was adjourned at 6:55 p.m.

PASSED AND APPROVED this 16th day of October, 2025.



(DISTRICT SEAL)

Elizabeth Santiago

Elizabeth Santiago, Secretary
Sunbelt Fresh Water Supply District