

**SUNBELT FRESH WATER SUPPLY DISTRICT**

**MINUTES OF MEETING OF BOARD OF DIRECTORS**

**April 16, 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 Bookkeeping and Management Session, at 5:00 p.m. on Thursday, April 16, 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 Barbara Nussa of Republic Services of Houston ("Republic"); Marilyn Marquez of McLennan & Associates ("McLennan" or "Bookkeeper"); Claudia Garza of Municipal Operations and Consulting, Inc. ("Operator" or "MOC"); Justin Waggoner of Touchstone District Services ("Touchstone"); Elliot M. Barner of Radcliffe Adams Barner PLLC ("Attorney" or "RAB"), and members of the public listed on the attendance roster, a copy of which is available upon request.

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, a copy of which is available upon request. Ms. Nussa reviewed with the Board the recent document shredding event at the District's office. A discussion ensued regarding options for improving participation in the future.

## MINUTES

The President next directed the Board to consider the approval of the minutes of March 19, 2026 Bookkeeping and Management meeting. A discussion ensued.

Upon a **motion** by Director Santiago, seconded by Director Powell, after full discussion and with all Directors present voting aye, the Board approved the minutes of March 19, 2026 Bookkeeping and Management meeting.

## DISTRICT WEBSITE REPORT

Mr. Wagoner presented the Communications Services Report, a copy of which is available upon request. Mr. Wagoner informed the Board the notice for the document shredding event was posted one (1) hour after the start of such event. Mr. Wagoner stated that Touchstone will ensure that notices of the District's events are posted on the District's website in a timely manner.

Mr. Wagoner then updated the Board regarding an account for the District on the Next-Door App ("Next Door") and will provide Next Door with a current Geographic Information System (GIS) map.

In response to a question from Director Salazar, Mr. Wagoner stated Touchstone will review the link regarding on-line payments through the website.

Upon a **motion** by Director Powell, seconded by Director Jaramillo, after full discussion and with all Directors present voting aye, the Board approved the Communications Service Report, as presented.

## BOOKKEEPER'S REPORT

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

Ms. Marquez reviewed with the Board the District's current bills, financial statements, and the quarterly investment report, and responded to questions from the Board regarding several line items in the report.

Ms. Marquez reviewed the Quarterly Investment Report for the first (1<sup>st</sup>) quarter of fiscal year ended ("FYE") June 30, 2026.

Ms. Marquez discussed with the Board the process of submitting requests for fees of office and reimbursements of same. A discussion ensued.

Upon a **motion** by Director Santiago, seconded by Director Powell, after full discussion and with all Directors present voting aye, the Board approved the Bookkeeper's Report, as presented, including: 1) authorized payment of current bills; and 2) approved the Quarterly Investment Report for the first (1<sup>st</sup>) quarter of the FYE June 30, 2026.

**WORKSHOP TO REVIEW DRAFT BUDGET FOR FISCAL YEAR ENDING ("FYE")  
JUNE 30, 2027 (THE "BUDGET")**

The Board next discussed options for conducting a special workshop meeting to review the Budget. It was the consensus of the Board to hold such meeting on April 29, 2026, at 11:00 a.m.

**OPERATOR'S REPORT**

Ms. Garza first noted that all customers' accounts in the District have been added to the Starnik Systems Inc. ("Starnik") billing platform and that customers may access the Starnik portal to make payments on such accounts.

Ms. Garza then presented the Operator's Report, a copy of which is available upon request, and reviewed: 1) the general operations, maintenance and repairs that occurred within the District throughout the last billing period; 2) the operations of certain water distribution and wastewater collections systems; and 3) the water accountability for all service areas within the District.

Ms. Garza next explained the status of the installation of a secondary payment window, stating that the new drawer has been installed and MOC is waiting on the bullet proof glass to be delivered and installed.

Ms. Garza went on to inform the Board that Harper Brothers ("Harper Brothers") has made a payment to the District in the amount of \$37,025.07 for damages to water lines owned by the District. Ms. Garza went on to explain that Harper Brothers has issued a second (2<sup>nd</sup>) check, but it has not been received as of yet.

**ATTORNEY'S REPORT, INCLUDING CYBERSECURITY AND ARTIFICIAL  
INTELLIGENCE ("AI") TRAINING REQUIREMENTS**

Mr. Barner presented to the Board a memorandum regarding new cybersecurity and AI awareness training requirements for local government employees and elected/appointed officials, a copy of which is attached hereto. Mr. Barner stated that any Commissioners who have access to the District's computer system or database and use a computer to perform at least 25% of their required duties must annually complete a certified cybersecurity training and a certified AI training and submit certification of same to the Texas Department of Information Resources (the "DIR") by August 31<sup>st</sup>.

**ELECTION AGENDA**

Mr. Barner updated the Board regarding the May 2, 2026 Directors Election.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD, the meeting was adjourned at 6:45 p.m.

PASSED AND APPROVED this 21<sup>st</sup> day of May, 2026.



(DISTRICT SEAL)

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Elizabeth Santiago, Secretary  
Sunbelt Fresh Water Supply District