

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

July 17, 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, July 17, 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, except Director Jaramillo, 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 March 20, 2025, April 17, 2025, and June 19, 2025 regular meeting minutes and June 26, 2025 special meeting minutes.

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 20, 2025, April 17, 2025, and June 19, 2025 regular meeting minutes and June 26, 2025 special meeting minutes, with corrections.

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.

Ms. Hill reviewed the Quarterly Investment Report for the fourth (4th) quarter of fiscal year ended June 30, 2025.

Upon a **motion** by Director Salazar, seconded by Director Powell, after full discussion and with all Directors present voting aye, the Board approved the Bookkeeper's Report, including: 1) payment of current bills; and 2) Quarterly Investment Report.

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 updated the Board regarding ROC Contractors ("ROC") incident on June 5, 2025, boring through a six-inch (6") water line located at the intersection of Battleoak Drive and Woodland Oaks. Mr. Dubiel stated the water line was isolated after many attempts to locate valves and repairs were completed. Mr. Dubiel stated that the District is seeking back charges from ROC for the full cost of emergency repairs and water loss of 720,000 gallons, totaling \$86,877.89 as detailed in Invoice #001 dated July 2, 2025. Mr. Dubiel stated the Operator and RAB are working with ROC on payment of the full costs of damages incurred by the District, subject to RAB's review. Mr. Dubiel will update the Board at the next meeting.

Mr. Dubiel reported that at the Woodlands Oaks Service Area, MOC prepared the tap fee quote for Pinnacle Logistics Park, Phase II located at 11201 Tanyard Creek Drive (Building No. 7) in the amount of \$352,472.40. Mr. Dubiel stated that the quote is based on the standard top-of-line waterline depth of five feet (5'), existing conditions site visit and civil drawings

received. Mr. Dubiel further stated that MOC reserves the right to revise the quote should actual waterline depth differ during the course of work, which would result in additional back charges.

Mr. Dubiel reported that at Water Plant No. 1 in the Woodland Oaks Service Area ("Woodland Oaks"), MOC received a quote from Hawkins Water Treatment Group for installation of a 50-gallon liquid ammonium sulfate ("LAS") Tank in the amount of \$887.00.

Mr. Dubiel reported that STP Services ("STP") has successfully repaired RAS pumps Nos. 1 and 4 at the Woodland Oaks Wastewater Treatment Plant ("WWTP").

Mr. Dubiel reported that three (3) service line repairs have been completed in the High Meadows Service Area. Mr. Dubiel further reported that STP supplied and installed Pump No. 2 at High Meadows WWTP.

Mr. Dubiel reported that one (1) service line repair was completed in the Fairgreen Service Area.

Mr. Dubiel then reviewed with the Board the Leak Detection Summary from Accurate Meter & Supply for the Fairgreen/High Meadows Service Area.

Mr. Dubiel reported that one (1) service line repair was completed in the Heather Glen Service Area. Mr. Dubiel further reported that in Water Well #2 at the Heather Glen Water Plant, GM Services' ("GM") inspection discovered a stuck check valve, and such valve was replaced.

Mr. Dubiel reported that Lift Pump No. 1 at the Heather Glen WWTP is currently not functioning due to broke suction.

Mr. Dubiel reported that one (1) service line repair was completed in the Northline Service Area. Mr. Dubiel stated that GM inspected the Northline Water Plant and reported presence of brass in the water at Water Well No. 1 and presented a proposal from C&C Water Services in the amount of \$10,650.00 to remove the pump and perform an inspection. It was the consensus of the Board to table this proposal.

Mr. Dubiel next reported that at the WWTP in the Northline Terrace Service Area the cuff link on Blower No. 1 broke and MOC is coordinating repair.

Mr. Dubiel reported that three (3) service line repairs were completed, including STP installing air compressor for HPTS in the Oakwilde Service Area. Mr. Dubiel reported at the Water Plant that GM's inspection indicated the City of Houston ("City") well meter was reporting at 72.7% and Mr. Dubiel stated that MOC will reach out to the City regarding necessary repairs.

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.

ANNUAL REVIEW OF RATE ORDER

Mr. Barner reminded the Board that the District's Rate Order is reviewed at this time each year to determine if the Board needs to consider increases in rates and fees. A brief discussion ensued, and it was the consensus of the Board not to make changes at this time.

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 June 2025.

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

Ms. Smith updated the Board regarding the District's billing software consultant, I3Verticals, formally, AVR. A discussion ensued, and it was the consensus of the Board to approve the amendment to the Agreement for Professional Services ("Agreement"), subject to RAB review.

Ms. Smith updated the Board regarding the vacant staff position.

In a response to a question, Mr. Barner reminded the Board that the Unclaimed Property Report is a report that must be filed with the Comptroller's Office by July 1 of each year that detail the number of uncashed checks sent to former customers. Ms. Smith confirmed that such report had been filed.

Upon a **motion** by Director Powell, seconded by Director Santiago, after full discussion and with all Directors present voting aye, the Board accepted the Office Report, including the approval of the I3 Verticals Agreement, as presented.

DISTRICT WEBSITE

Ms. Smith updated the Board regarding the District's website and social media services.

ATTENDANCE AT ASSOCIATION OF WATER BOARD DIRECTORS' ("AWBD") 2025 FALL SEMINAR AND 2026 MID-WINTER CONFERENCE ON JANUARY 23-24, 2026.

The Board discussed attendance at the AWBD 2025 Fall Seminar and the 2026 Mid-Winter Conference to be held in Houston, Texas, on January 23-24, 2026.

Upon a **motion** by Director Salazar, seconded by Director Santiago, after full discussion and with all Directors present voting aye, the Board authorized the Directors' attendance on behalf of the District.

ANNUAL REVIEW OF POST-ISSUANCE TAX-EXEMPT DEBT COMPLIANCE POLICIES

Mr. Barner briefly reviewed with the Board the District's Post-Issuance Compliance Policies for tax-exempt debt. Mr. Barner explained that such policies require that the District's Compliance Officer, along with the District's consultants, annually review and complete certain checklists in connection with the District's outstanding bonds. Mr. Barner stated that he will coordinate with Director Wade to review such checklists.

DIRECTOR'S REPORT

Director Wade reminded the Board of the District's need to consider the disposal of the nine (9) black old boardroom chairs as surplus property. It was the consensus of the Board to adopt a resolution declaring the nine (9) black old boardroom chairs as surplus property and offering a purchase price equivalent to the fair market value of such property.

Upon a **motion** by Director Salazar, seconded by Director Wade, after full discussion and with all Directors present voting aye, the Board approved declaring the sale of the nine (9) black old boardroom chairs as surplus property, as presented.

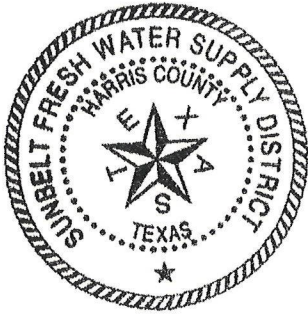
AGREEMENT TO COLLECT VOLUNTARY CONTRIBUTIONS ON BEHALF OF THE WESTFIELD FIRE DEPARTMENT

Mr. Barner updated the Board regarding to the Agreement to Collect Voluntary Contributions on Behalf of the Westfield Fire Department and recommended execution. A discussion ensued.

Upon a **motion** by Director Salazar, seconded by Director Powell, after full discussion and with all Directors present voting aye, the Board approved the execution of the Agreement to Collect Voluntary Contributions on Behalf of the Westfield Fire Department, with corrections.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD, the meeting was adjourned at 7:15 p.m.

PASSED AND APPROVED this 21st day of August, 2025.



(DISTRICT SEAL)

Elizabeth Santiago, Secretary
Sunbelt Fresh Water Supply District