

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

May 15, 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, May 15, 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 of Municipal Operations and Consulting, Inc. ("Operator" or "MOC"); Justin Edwards of A&S Engineers, Inc. ("Engineer" or "A&S"); Zell Reeves of AVR, Inc. ("AVR"); 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 Board then tabled approval of the minutes of the regular meetings held on March 20, 2025 and April 17, 2025, until the entire Board has the opportunity to review a draft of such minutes.

BOOKKEEPER'S REPORT

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

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

Ms. Hill next presented the Texas Unclaimed Property Report, a copy of which is available upon request.

Upon a **motion** by Director Jaramillo, seconded by Director Santiago, after full discussion and with all Directors present voting aye, the Board approved the Bookkeeper's Report, including: 1) authorized payment of current bills; and 2) Texas Unclaimed Property Report, as presented.

ARBITRAGE COMPLIANCE SPECIALISTS' ("ACS") BOND COMPLIANCE REPORT

Mr. Barner reviewed with the Board ACS' Bond Compliance Report for the District's outstanding bonds.

Upon a **motion** by Director Jaramillo, seconded by Director Powell, after full discussion and with all Directors present voting aye, the Board accepted ACS' Bond Compliance 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 reported that Blower No. 1 at the Wastewater Treatment Plant ("WWTP") in the Woodland Oaks Service Area, continues to not run properly and STP Services ("STP") pulled such blower for repairs.

Mr. Dubiel next reported that Booster Pump No. 1 at the Woodland Oaks Water Plant No. 1 has been pulled for repairs and once reinstalled, Booster Pump No. 2 will be pulled. Mr. Dubiel then stated that Booster Pump No. 3 is leaking and MOC continues to wait on spillage container for the liquid ammonium sulfate ("LAS") tanks.

Mr. Dubiel then reported that Lift Pump Nos. 1 and 2 at the WWTP in the Heather Glen Service Area, are not working due to a broken lift pump suction in both lines. Mr. Dubiel further stated the seal on the gearbox bar screen was broken and leaking oil.

Mr. Dubiel stated that MOC continues waiting to receive an alternator for the Heather Glen Water Plant, while such plant continues operating on two (2) pumps.

Mr. Dubiel reported that the generator at Water Plant No. 1 in the High Meadows Service Area has a bad battery and has been scheduled for repairs.

Mr. Dubiel next reported that the stem valve at Water Plant No. 2 in the High Meadows Service Area needs to be replaced and that MOC will schedule repairs.

Mr. Dubiel then reported that STP has a non-potable pump at the WWTP in both the Oakwilde and Fairgreen Service Areas that are scheduled for repairs this week.

Mr. Dubiel reported that Well No. 1 located at the Oak Glen Water Plant is operational, but MOC is currently waiting on the City of Houston to inspect the meter, as it has stopped registering movement. Mr. Dubiel stated the MOC needs to determine whether the meter itself is the issue or the register. Mr. Dubiel next reported that Booster Pump No. 1 is operational, but the EMT and air compressor are no longer showing movement.

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

WATER CONSERVATION PLAN ("WCP")/DROUGHT CONTINGENCY PLAN ("DCP")

Mr. Dubiel then reviewed with the Board the District's WCP and DCP. A brief discussion ensued, and it was the consensus of the Board that no changes are necessary at this time.

Upon a **motion** by Director Salazar, seconded by Director Powell, after full discussion and with all Directors present voting aye, the Board approved the WCP and DCP, as presented.

ENGINEER'S REPORT

Mr. Edwards next updated the Board regarding the Harris County Housing and Community Development's (the "HCHCD") Community Development Block Grant ("CDBG") 2024 plan year program. Mr. Edwards stated that the District has been conditionally awarded to receive \$795,000.00 from the CDBG program. Mr. Edward reported that the District must notify HCHCD by May 16, 2025, of the District's intention to proceed. Mr. Edwards further detailed to the Board the scope of the proposed Oak Glen Water Line Replacement, Phase 2 Project ("Project") which includes replacement of approximately 7,670 linear feet of water lines in Oak Glen. Mr. Edwards then presented to the Board a Job Assignment Proposal for the design, bidding, and construction administration of the Project.

Upon a **motion** by Director Wade, seconded by Director Jaramillo, after full discussion and with all Directors present voting aye, the Board approved: 1) acceptance of the CDGB grant and notifying HCHCD of the District's intention to proceed; and 2) Job Assignment Proposal for the Project, as presented.

OFFICE REPORT

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

Ms. Smith then reviewed the Door Tag Report and Returned Check Report for April 2025. Ms. Smith further stated that 88 accounts were disconnected last month.

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

Mr. Reeves updated the Board on new services provided by AVR.

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

RENEWAL OF DISTRICT'S INSURANCE THROUGH TEXAS MUNICIPAL LEAGUE ("TML") FOR DISTRICT FACILITIES

Ms. Mendoza then reminded the Board that the District's current insurance coverage through TML expires on July 3, 2025. Ms. Smith next presented the Board with information regarding the renewal of the District's insurance policy with TML. An extensive discussion ensued regarding the District's insurance coverage and such policy.

ETHICS POLICY

Mr. Barner then reviewed the District's Ethics Policy and explained that such review is conducted annually in advance of the Board's attendance at the Association of Water Board Directors' Annual Conference. Mr. Barner explained that such review provides an opportunity for Directors to discuss any questions they might have about such policy and stated that RAB has no recommended changes to such policy.

DIRECTOR'S REPORT

Director Salazar stated that there is a Texas Water Association ("TWA") Fall Conference from October 22-24, 2025, in San Antonio, Texas and a Texas Commission on Environmental Quality's ("TCEQ") Public Drinking Water Conference from August 5-6, 2025, in Austin, Texas that he would be interested in attending.

Upon a **motion** by Director Wade, seconded by Director Santiago, after full discussion and with all Directors present voting aye, the Board authorized Director Salazar's attendance at the TWA and TCEQ Conferences and for any of the Directors who are available to attend.

**HARRIS CENTRAL APPRAISAL DISTRICT'S ("HCAD") BOARD OF DIRECTORS
APPOINTMENT**

Mr. Barner then reported that the District recently received correspondence from HCAD regarding the potential for the District to nominate a candidate to the HCAD Board of Directors. A discussion ensued. It was the consensus of the Board to not nominate a candidate for the HCAD Board.

ATTORNEY'S REPORT

Mr. Barner updated the Board on the status of preparing for the Defined Area No. 1 Unlimited Tax Road Bond, Series 2025 ("Series 2025"). An extensive discussion ensued. Mr. Barner noted that at this time, the action items needing to be addressed were for the Board to approve: 1) bids for Series 2025, 2) Series 2025 Official Statement; 3) Order Authorizing Issuance of the Series 2025; and 4) approve and authorize execution of requisite documents and take all other actions necessary concerning the sale, delivery and closing of the Series 2025.

The Board presented for review the Touchstone proposal for website services, social media services and a text/email alert system. It was the consensus of the Board for RAB to review the proposal and engage in discussions with Touchstone.

Upon a **motion** by Director Powell, seconded by Director Jaramillo, after full discussion and with all Directors present voting aye, the Board: 1) authorized the bids for Series 2025; 2) approve Series 2025 Official Statement; 3) approve Order Authorizing Issuance of the Series 2025; 4) approve and authorize execution of requisite documents and take all other actions necessary concerning the sale, delivery and closing of the Series 2025; and 5) authorize RAB to engage in discussion with Touchstone.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD, the meeting was adjourned.

PASSED AND APPROVED this 19th day of June, 2025.



(DISTRICT SEAL)

Elizabeth Santiago, Secretary
Sunbelt Fresh Water Supply District