



## PUBLIC COMMENT

No public comments were given.

## HARRIS COUNTY PRECINCT 4 CONSTABLE'S SECURITY REPORT

Sergeant Frasier reviewed the security report for the month of August, a copy of which is attached hereto.

## CONSENT AGENDA

Director Pack reviewed the structure of the consent agenda with the Board and explained that this portion of the agenda deals with routine matters of the Board, and that no separate discussion of such items will occur unless a Board member requests an item be moved to the regular portion of the agenda. Upon motion by Director Gebhart, seconded by Director Woollard, after full discussion and the question being put to the Board, the Board voted unanimously to approve the following Consent Agenda items: 1) the minutes of prior meetings, including August 19, as presented; 2) pay estimates and change orders as follows: a) Sanitary Sewer Rehabilitation – Ph II Pay Estimate No. 6 in the amount of \$755,484.08; b) Water Plant & Lift Station Generator Replacement/Addition Pay Estimate No. 3 in the amount of \$217,381.23; c) Emergency Interconnect Relocation with Bilma PUD Pay Estimate No. 1 in the amount of \$52,154.05; d) Trinity Grove WS&D Pay Estimate No. 4 in the amount of \$580,194.32; 3) the written Detention Facilities Maintenance Report; 4) the written Tax Assessor/Collector's Report, including payment of tax-related checks stated therein; 5) the written Delinquent Tax Attorney's Report; 6) the written Bookkeeper's Report, including payment of bills, issuance of checks, and review of investments; 7) the written Garbage and Recycling Collection Service Report; 8) the written Communications Report; 9) the written Operations Report; and 10) the written Engineering Report. Each of the documents referenced above are attached as exhibits hereto.

## REGULAR AGENDA

### FINANCIAL ADVISOR'S REPORT, INCLUDING 2025 TAX RATE RECOMMENDATIONS, PUBLICATION OF EFFECTIVE TAX RATE AND OTHER PUBLIC NOTICES, AND PUBLIC HEARING DATE FOR 2025 TAX RATE

Mr. Howell next reviewed his 2025 tax rate recommendation with the Board, a copy of which is attached hereto. Mr. Howell informed the Board that the 2025 assessed valuation would be approximately \$2.424 billion which represents a \$45 million increase over 2024. Mr. Howell then reminded the Board that the 2024 tax rate was set at \$0.49 per \$100 assessed valuation, comprised of \$0.28 for debt service tax and \$0.21 for operation and maintenance tax. Mr. Howell further recommended the District publish a proposed 2025 tax rate of \$0.49 per \$100 assessed valuation.

Upon motion by Director Woollard, seconded by Director Gebhart, after full discussion and the question being put to the Board, the Board voted unanimously to schedule the public hearing on the tax rate for Tuesday, October 21, 2025, at 6:00 p.m., and authorize the Tax Assessor/Collector to publish a notice of public tax hearing reflecting a proposed tax rate of \$0.49 per \$100 assessed valuation.

## STRATEGIC PARTNERSHIP AGREEMENT ("SPA") AUDIT, INCLUDING UPDATE SPA BUSINESS LIST

No SPA report was given.

## REAL ESTATE CONSULTANT REPORT

Mr. Willgrubs reported he is working with the remaining property owner on the easement acquisition for the All Seasons Plaza Retail Development Utility Extension project.

Mr. Willgrubs then requested approval to proceed with easement acquisition for the Lin's International Buffet Utility Extension project. Mr. Willgrubs stated he will discuss the offer terms for the easements in closed session. Upon motion by Director Marks, seconded by Director Woollard, after full discussion and the question being put to the Board, the Board voted unanimously to authorize BD Realty Advisors to proceed with easement acquisition for the Lin's International Buffet Utility Extension project.

## DETENTION FACILITIES MAINTENANCE REPORT

Mr. McCray presented the following proposals: a) \$3,150.00 for cleanout of the District park pond stormwater feature; b) \$3,700.00 for annual maintenance of the District park pond stormwater feature; c) \$5,878.10 for hinge spring replacement on the vault doors at the Sanctuary Veritas and Senterra Lakes trash troopers; and d) \$97,170.00 for an outfall pipe repair at the Bridgestone Lakes Section 2 detention pond.

Ms. Bradley stated she is obtaining additional proposals for the Bridgestone Lakes outfall pipe repair, per the Board's prior direction.

Upon motion by Director Crayton, seconded by Director Gebhart, after full discussion and the question being put to the Board, the Board voted unanimously to approve proposals a, b and c, as outlined above and included in the written Detention Pond Maintenance Report.

## TAX ASSESSOR/COLLECTOR'S REPORT

Ms. Mendez briefly reviewed the Tax Assessor/Collector's Report with the Board.

## DELINQUENT TAX ATTORNEY'S REPORT

Ms. Mendez briefly reviewed the Delinquent Tax Attorney's Report with the Board.

## BOOKKEEPER'S REPORT

Ms. Ferguson stated she had nothing further to add from the written Bookkeeper's Report.

## ORDER REGARDING ANNUAL REVIEW OF RULES, POLICIES, CODE OF ETHICS AND LIST OF AUTHORIZED BROKERS FOR THE INVESTMENT OF DISTRICT FUNDS (THE "ORDER REVIEWING INVESTMENT POLICY")

Mr. Polley explained that the Public Funds Investment Act requires annual review of the

District's Investment Policy by the Board and presented the Order Reviewing Investment Policy for the Board's review and adoption, a copy of which is attached hereto. Mr. Polley noted that the only change is an updated broker list of approved financial institutions/brokers provided by the District's bookkeeper. Upon motion by Director Marks, seconded by Director Woollard, after full discussion and the question being put to the Board, the Board voted unanimously to adopt the Order Reviewing Investment Policy.

#### GARBAGE AND RECYCLING COLLECTION SERVICE REPORT

Ms. Nussa reminded the Board the District's document shred event is scheduled for Saturday, October 4<sup>th</sup>.

#### COMMUNICATIONS REPORT

Ms. Craig provided an update on the District's website, news posts and statistics.

#### OPERATIONS REPORT

Mr. Staab reviewed various repair and maintenance items throughout the District and presented the list of delinquent accounts and uncollectable accounts to the Board. Mr. Staab reported a new rotating assembly for the centrifuge at WWTP No. 1 will cost \$165,000.00 with a 26-week lead time. Mr. Staab explained that in order to hold the current price, the District would need to pay for the assembly in full upfront. Mr. Staab then reported repair of the current assembly will cost \$53,018.00 with a 14-week lead time. Mr. Staab informed the Board that WDM must rent a belt press and wet haul solids at an approximate cost of \$40,000.00 per haul until the centrifuge is operational. Mr. Staab stated since the centrifuge was paid for with bond proceeds, surplus bond funds can be used for the rehabilitation. Discussion ensued regarding the centrifuge project, and the Board concurred to repair the existing assembly and to authorize the purchase of the new backup assembly and delegate approval of the final terms of the purchase to Director Marks.

Mr. Staab next reported WDM is changing the post office box used for receipt of bill payments due to issues with the Spring post office. Mr. Staab stated WDM will send a letter out to customers with the new information and will keep the current post office box for six (6) months as a transition period.

Upon motion by Director Crayton, seconded by Director Woollard, after full discussion and the question being put to the Board, the Board voted unanimously to: 1) authorize the write-off of uncollectable accounts listed on the Operator's Report; and 2) authorize termination of delinquent accounts in accordance with the District's Rate Order/write offs.

Upon motion by Director Woollard, seconded by Director Marks, after full discussion and the question being put to the Board, the Board voted unanimously to approve the repair of the existing centrifuge rotating assembly in the amount of \$53,018.00, approve the purchase of a spare centrifuge rotating assembly, in the amount of \$165,000.00, and to delegate approval of the final terms of the purchase to Director Marks.

## GENERAL MANAGER'S REPORT

Ms. Bradley presented the General Manager's Report to the Board and reported on the status of various District projects. Ms. Bradley presented the insurance renewal for 2025-2026 and recommended increasing the coverage for Directors & Officers Liability and Employment Practices Liability to a combined limit of \$5 million. Ms. Bradley also stated the worker's compensation coverage would need to be adjusted to account for the increase in District employees. Upon motion by Director Marks, seconded by Director Gebhart, after full discussion and the question being put to the Board, the Board voted unanimously to approve the insurance renewal for 2025-2026 in the amount of \$223,012.00, with the increased coverage for Directors & Officers Liability and Employment Practices Liability and increased premium for worker's compensation.

Ms. Bradley then requested approval to submit the Bridgestone MUD Park for the Association of Water Board Directors Project Awards, which requires a resolution from the Board. Upon motion by Director Woollard, seconded by Director Gebhart, after full discussion and the question being put to the Board, the Board voted unanimously to adopt the Resolution Approving Submittal of Project Awards Application for the Bridgestone MUD Park.

Ms. Bradley next reported she submitted the District's application to Harris County Precinct ("HCP") 3 for the sidewalk repair partnership and HCP 3 has acknowledged receipt. Ms. Bradley stated she will be notified at the end of October or beginning of November if the District's project has been selected for partnership.

Mr. Polley presented an Amended and Restated Employment Agreement (the "Amended Agreement") between the District and Ms. Bradley that adjusts her title from Executive Vice President to General Manager. Upon motion by Director Woollard, seconded by Director Marks, after full discussion and the question being put to the Board, the Board voted unanimously to approve the Amended Agreement.

Ms. Bradley then recommended the District only post answers to questions received during the public comment period on the District's website when a question and answer would benefit all District residents. Discussion ensued regarding the District's public comment policy. Upon motion by Director Crayton, seconded by Director Woollard, after full discussion and the question being put to the Board, the Board voted unanimously to continue with the District's current public comment process.

Ms. Bradley requested that the District's consultants send her their monthly invoices and copy their Board liaison. Ms. Bradley explained that she and the liaison will review the invoices and provide MCI with approval to pay the invoices.

## PARK MANAGER'S REPORT

Ms. Bertram then reviewed the Park Manager's Report with the Board and reported on various park-related items. Ms. Bertram stated the park volunteer program is ready to accept applications.

## DIRECTOR'S REPORT

Director Crayton reviewed his Director's inspection for the month of September.

## ENGINEERING REPORT

Mr. Schilhab reported a feasibility study request was received from Hanover Company ("Hanover") for a tract located at the northeast corner of FM 2920 and Marcin Drive. Ms. Caroline Erck of Hanover addressed the Board regarding the proposed development and stated Hanover is proposing a 304-unit multifamily development, comprised of five (5) apartment buildings plus a clubhouse. Ms. Erck stated the proposed development will be luxury style apartments and the development will be taxable. Upon motion by Director Crayton, seconded by Director Gebhart, after full discussion and the question being put to the Board, the Board voted unanimously to authorize preparation of the feasibility study for the Hanover development.

Mr. Schilhab then presented the following change orders: 1) Change Order No. 2 in the amount of \$32,362.30 for the Water Plant & Lift Station Generator Replacement/Addition, for construction of the natural gas line to service the facilities; and 2) Change Order No. 1 in the deduction amount of \$10,101.00 for the Emergency Interconnect Relocation with Bilma PUD.

Mr. Schilhab next reported the asset management inventory has been completed for all of the District's lift station ("LS") facilities and reviewed the LS inspection report with the Board, a copy of which is attached hereto. Mr. Schilhab recommended the Board authorize WDM to perform the repairs marked "urgent" in the LS inspection report, for an approximate cost of \$23,500.00.

Mr. Schilhab presented the bid tabulation for the WWTP No. 1 Improvements project, a copy of which is attached hereto. Mr. Schilhab recommended award of the contract to LEM Construction Company, Inc., in the amount of \$2,367,000.00.

Upon motion by Director Crayton, seconded by Director Woollard, after full discussion and the question being put to the Board, the Board voted unanimously to: 1) authorize preparation of the feasibility study for the Hanover multifamily development; 2) award the bid for the WWTP No. 1 Rehabilitation project to LEM Construction Company, Inc., in the amount of \$2,367,000.00; 3) authorize WDM to repair the urgent items included in the LS inspection report in the approximate amount of \$23,000.00; and 4) approve a) Change Order No. 2 in the amount of \$32,362.30 for the Water Plant & Lift Station Generator Replacement/Addition, for construction of the natural gas line to service the facilities; and b) Change Order No. 1 in the deduction amount of \$10,101.00 for the Emergency Interconnect Relocation with Bilma PUD

## RATE ORDER AMENDMENT

Mr. Polley stated the District's Rate Order has been amended to reflect various fees associated with the new developer portal, including: a) a pre-building inspection fee of \$450.00 per building; b) a backflow prevention inspection fee of \$200.00 per backflow prevention assembly; c) a \$3,500.00 builder's fee; and d) a grease trap inspection fee of \$400.00 per grease trap. Mr. Schilhab stated once the Rate Order has been adopted, the developer portal can be utilized for all developer requests. Upon motion by Director Crayton, seconded by Director

Woollard, after full discussion and the question being put to the Board, the Board voted unanimously to adopt the amended Rate Order.

### ATTORNEY'S REPORT

Mr. Polley reviewed a legislative memorandum with the Board, a copy of which is attached hereto.

### EXECUTIVE SESSION

Director Pack convened the Board in executive session at 8:05 p.m., pursuant to Section 551.072, Texas Government Code, regarding deliberations regarding real property related to easement acquisition for the Lin's International Buffet Development. Directors Pack, Woollard, Crayton and Gebhart, and Mr. Willgrubs, Ms. Bradley, Mr. Polley and Ms. Miller remained in the executive session. Director Marks monitored the executive session via telephone.

### RECONVENE IN OPEN SESSION

Director Pack then reconvened the meeting in open session at 8:10 p.m. at which time no action was taken by the Board.

There being no further business to come before the Board, the meeting was adjourned.

PASSED, APPROVED AND ADOPTED this 21<sup>st</sup> day of October 2025.

Signed by:   
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Secretary, Board of Directors

