

PUBLIC COMMENT

Ms. Bradley reviewed public comment cards received from Ms. Martha Gutierrez, resident of the District. Ms. Bradley stated Ms. Gutierrez has asked about the opening time for the park restrooms and the process for removal of a Director from the Board for absences.

Mr. Polley stated the Texas Water Code allows for removal of a Director if they are absent from more than one-half (1/2) of the regular meetings during a 12 month period, upon unanimous vote by the other Directors.

HARRIS COUNTY PRECINCT 4 CONSTABLE'S SECURITY REPORT, INCLUDING INTERLOCAL AGREEMENT FOR LAW ENFORCEMENT SERVICES FOR 2025-2026 ("CONSTABLE CONTRACT")

Corporal Cowan reviewed the security report for the month of July, a copy of which is attached hereto.

Mr. Polley stated the Constable Contract is on tonight's agenda for ratification. Mr. Polley explained that due to a timing issue, the Constable Contract was already executed and returned to Harris County. Mr. Polley noted the Constable Contract contained the same number of officers provided to Harris County in the information verification form previously approved by the Board. 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 ratify execution of the Constable Contract.

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 July 15, 2025, as presented; 2) pay estimates and change orders as follows: a) Water Plant No. 4 Pay Estimate No. 22 and Final in the amount of \$33,532.03 and Change Order No. 2 for a deduction to the contract of \$76,944.00; b) Wastewater Treatment Plant ("WWTP") No. 2 Pay Estimate No. 31 and Final in the amount of \$303,221.03 and Change Order No. 11 for an increase to the contract amount of \$4,290.07; c) Sanitary Sewer Rehabilitation – Ph II Pay Estimate No. 5 in the amount of \$512,644.70; d) Trinity Grove WS&D Pay Estimate No. 3 in the amount of \$89,695.17; 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; 10) the written Engineering Report; and 11) a Consent to Encroachment Agreement and Water Meter Easement related to the Gosling Commons development. Each of the documents referenced above are attached as exhibits hereto.

REGULAR AGENDA

REAL ESTATE CONSULTANT REPORT

Mr. Willgrubs stated an update on the easement acquisition for the All Seasons Plaza Retail Development Utility Extension project will be given in closed session.

DETENTION FACILITIES MAINTENANCE REPORT

Mr. Benes presented the following proposals: a) \$2,731.25 for tree removal at the Bridgestone Lakes pond no. 1; and b) \$3,100.00 for graffiti removal at the Spring Terrace/Bella Sera pond. 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 approve the two (2) proposals as outlined above and included in the written Detention Pond Maintenance Report.

TAX ASSESSOR/COLLECTOR'S REPORT

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

DELINQUENT TAX ATTORNEY'S REPORT

Mr. East reviewed the Delinquent Tax Attorney's Report with 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 authorize termination of service to the delinquent 2024 tax accounts reflected in the report.

BOOKKEEPER'S REPORT

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

GARBAGE AND RECYCLING COLLECTION SERVICE REPORT

Ms. Nussa asked if the Board would like a message about the October 4th document shred event included in the next water bill. Director Woollard stated she thinks Touchstone reaches a greater audience with information than the water bill. Ms. Nussa then stated April 18th is not available for the 2026 spring document shred event, and April 4th or May 2nd are available. 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 authorize the spring document shred event on May 2nd 2026.

COMMUNICATIONS REPORT

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

Director Marks joined the meeting by videoconference at this time.

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 presented a quote from Tuff Shed in the amount of \$7,870.22 for a storage shed at WWTP No. 2. 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 approve the quote from Tuff Shed in the amount of \$7,870.22 for a storage shed at WWTP No. 2.

Mr. Staab then presented a proposal in the amount of \$16,356.00 to add concertina wire to the top of the fence at the Spring Terrace pump station to deter break-ins. 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 proposal in the amount of \$16,356.00 to add concertina wire to the top of the fence at the Spring Terrace pump station.

Mr. Staab next reported there is an issue with the centrifuge at WWTP No. 1 and the manufacturer has recommended pulling the centrifuge bowl for inspection. Mr. Staab stated the cost to inspect the bowl is \$8,500.00 and once the inspection has occurred, he will have a recommendation for a repair. Mr. Staab then stated the inspection will take approximately 4 weeks and a mobile dewatering unit may be needed until the centrifuge is running again. The Board asked Mr. Staab to obtain a proposal for a mobile dewatering unit. 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 centrifuge inspection and authorize Mr. Staab to obtain a proposal for a spare centrifuge bowl.

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: 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.

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

Mr. Fortner reviewed the SPA audit report with the Board.

PARK MANAGER'S REPORT

In response to a previous public comment, Ms. Bertram stated the park staff begins at 7:00 a.m. and the restrooms should be unlocked as soon as the park opens.

Ms. Bertram then reviewed the Park Manager's Report with the Board and reported on various park-related items. Ms. Bertram stated the severe weather procedures have been implemented and the park is currently closed due to a storm. Ms. Bertram then stated the park was closed yesterday for monthly maintenance, which included installation of cement slabs for bike racks, pressure washing and maintenance on the playground equipment.

Ms. Bertram next presented a proposal from Champions Hydro-Lawn, Inc. ("Champions") for monthly park landscape maintenance, in the amount of \$8,297.00 per month. Ms. Bertram stated the current Woodcreek maintenance contract will terminate at the end of September and Champions will begin in October. Mr. Polley stated he has reviewed the contract with Champions and provided his minor comments that still need to be discussed with Champions and incorporated into the contract, but he is comfortable with approval of the contract subject to his final review. 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 contract with Champions for monthly park landscape maintenance, subject to final review by PG.

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 reviewed a revised rental rate structure for the park and recommended reducing the rental rate for out of District customers in order to generate more interest and rentals.

Mr. Bradley then reported a refund request was received from the resident that had her car towed from the park after hours. Ms. Bradley stated the resident is requesting a refund of the towing fees because there were not signs stating cars would be towed. Ms. Bradley noted the proper signs have now been installed that allow towing of cars left after the park closes. 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 approve reimbursement of the towing fees.

Upon motion by Director Gebhart, seconded by Director Marks, after full discussion and the question being put to the Board, the Board voted unanimously to adopt the revised park rental rates for out of District customers, in the amount of \$300.00 for the large pavilion and \$180.00 for the small pavilion.

Director Pack then asked Ms. Bradley to prepare a survey for park visitors to get an idea of how many visitors are District residents versus non-District residents.

DIRECTOR'S REPORT

Director Marks reviewed his Director's inspection for the month of July and stated that the District's facilities are in good condition. Director Marks also stated Mr. Staab has prepared a PowerPoint presentation explaining the operations of the WWTP. Director Marks suggested putting the presentation on the District's website to educate residents.

ENGINEERING REPORT

Mr. Schilhab reported feasibility study requests were received for O'Reilly Auto Parts located at 4535 FM 2029 and JAMS Business Park located at 6411 FM 2920.

Mr. Schilhab then presented the bid tabulation for the Sanitary Sewer Rehabilitation Phase III project, a copy of which is attached hereto. Mr. Schilhab reminded the Board the project was revised to remove the fiberglass manholes from the project. Mr. Schilhab recommended award of the contract to National Works Inc. in the amount of \$818,597.50.

Mr. Schilhab next presented the bid tabulation for the Sanitary Sewer Cleaning & Televising Phase 17-20 project, a copy of which is attached hereto. Mr. Schilhab recommended award of the contract to Equix Integrity Southwest in the amount of \$76,112.60.

Mr. Schilhab went on to report he worked with Ms. Bradley and Director Crayton to prepare a scope of work for a sidewalk project for the Northcrest subdivision to submit to Harris County Precinct ("HCP") 3 for the sidewalk repair partnership. Mr. Schilhab stated if the Board

would like to move forward with submittal of a partnership application, they will need to determine what level of cost sharing to include in the application. Discussion ensued regarding the HCP 3 partnership program and preparation of the application. Upon motion by Director Gebhart, seconded by Director Marks, after full discussion and the question being put to the Board, the Board voted unanimously to authorize Ms. Bradley to work with Mr. Schilhab on preparation and submittal of the HCP 3 partnership application for sidewalk projects.

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: 1) authorize preparation of the feasibility studies for the O'Reilly Auto Parts development and JAMS Business Park development; 2) award the bid for the Sanitary Sewer Rehabilitation Phase III project to National Works Inc. in the amount of \$818,597.50; and 3) award the bid for the Sanitary Sewer Cleaning & Televising Phase 17-20 project to Equix Integrity Southwest in the amount of \$76,112.60.

ATTORNEY'S REPORT

Mr. Polley introduced Ms. Courte to the Board. Ms. Courte reviewed the District's insurance renewal proposal and explained the premium increase is due mainly to the addition of the District's park, Water Plant No. 4 and additional District employees to the District's insurance coverage. Director Pack requested that Ms. Bradley prepare an analysis of certain increased coverages to determine if the increased coverages would be a benefit to the District. Ms. Bradley stated she would have a recommendation at the September 16th Board meeting.

Mr. Polley stated the District's background check policy for employees and volunteers has been prepared and provided to Ms. Bradley for review. Ms. Bradley stated she reviewed the policy and recommends adoption. Mr. Polley noted it is a single policy that addresses background check procedures for both employees and volunteers. 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 background check policy.

Mr. Polley then presented the Resolution Authorizing Procurement of Work for Fiberglass Manhole Rehabilitation (the "Resolution") and explained it documents that the District qualifies for an exception to the normal public bidding process because the scope of the project cannot be determined until a contractor is engaged and can scope the project. Mr. Polley stated the Resolution will allow the District to award a contract to ES Enviro Services LLC, who will then be able to determine the scope of the project. Mr. Schilhab noted ES Enviro Services LLC is a qualified company that does extensive work on fiberglass manholes. Upon motion by Director Gebhart, seconded by Director Marks, after full discussion and the question being put to the Board, the Board voted unanimously to adopt the Resolution, a copy of which is attached hereto.

Mr. Polley then reported a recent legislative change will require the District to amend its agenda posting policy to allow for posting of agendas at least three (3) business days prior to the date of the meeting instead of 72 hours prior to the meeting. Mr. Polley presented the Resolution Adopting Amended Policy and Procedures Regarding Agendas (the "Agenda Resolution") and stated a redline of the changes has been provided to 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 Agenda Resolution, a copy of which is attached hereto.

Mr. Polley next presented the Resolution Adopting Credit Card and Purchasing Policy (the "Credit Card Resolution") which will allow Ms. Bradley to obtain a credit card in the District's name. 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 Credit Card Resolution.

Mr. Polley stated he would provide an update on the removal of a Director pursuant to Texas Water Code Section 49.052(g) in closed session.

EXECUTIVE SESSION

Director Pack convened the Board in executive session at 7:45 p.m., pursuant to Sections 551.071 and 551.072, Texas Government Code, regarding matters of attorney-client privilege and deliberations regarding real property related to easement acquisition for the All Seasons Plaza Retail Development, respectively. Directors Pack, Woollard, 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

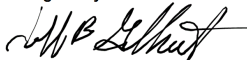
Director Pack then reconvened the meeting in open session at 8:03 p.m.

Upon motion by Director Gebhart, seconded by Director Marks, after full discussion and the question being put to the Board, the Board voted unanimously to approve and authorize execution of an Easement Acquisition and Water Service Agreement.

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

PASSED, APPROVED AND ADOPTED this 16th day of September 2025.

Signed by:



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Secretary, Board of Directors

