

BROOKSHIRE MUNICIPAL WATER DISTRICT

MINUTES OF BOARD OF DIRECTORS REGULAR MEETING

April 7, 2025

The Board of Directors (the "Board" or "Directors") of Brookshire Municipal Water District (the "District") met in regular session on the 7th day of April, 2025, at 6:00 p.m., in the meeting room of the District, 4004 6th Street, Brookshire, 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:

Stephanie Green	President
LaKethia Connor	Vice President
Erin Jackson	Secretary
Shirley Williams	Investment Officer
NaKeshia Barley	Assistant Secretary

All members of the Board were present, thus constituting a quorum. Attending were Tonya Pierre, General Manager of the District; Willis Holmes, Field Staff Supervisor for the District; John Taylor of Municipal Operations and Consulting, Inc. ("Operator" or "MOC"); Steve Haskins of Protocol Bookkeeping, Inc. ("Bookkeeper"); James Weishuhn of Weishuhn Engineering, Inc. ("Engineer" or "Weishuhn") (via telephone); Elliot M. Barner of Radcliffe Adams Barner PLLC ("Attorney" or "RAB"); Reginald Smith of LJA Engineering, Inc.; Sam Johnson, attorney for D.R. Horton; and Mr. Orlando Salas, property owner within the District.

The President, after finding that 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 6:06 p.m. and declared it open for such business as may regularly come before it.

1. Public Comment

The President first opened the meeting to public comment.

Mr. Salas introduced to the Board prospective tenants desiring to open a salon on his property located at 606 Waller Avenue. Mr. Salas maintained that there should be no Impact Fees because the land was developed before Impact Fees were assessed by the District. Mr. Barner then explained that a salon would be considered new development for the purposes of assessing Impact Fees because it is a significantly different land use than the use of the property when it was originally developed back before the District assessed Impact Fee, such use having originally been a single-family residence.

There being no further public comments, the President directed the Board to proceed with the agenda.

2. Minutes of Prior Meeting

The Board then considered approval of the minutes of the March 3, 2025 regular Board meeting.

Upon a **motion** by Director Jackson, seconded by Director Barley, after full discussion and with all Directors present voting aye, the Board approved the minutes of the March 3, 2025 regular Board meeting, as presented.

3. Engineer's Report

Mr. Weishuhn first reviewed with the Board his recommendations for the rehabilitation of one (1) of the District's Lift Stations.

Mr. Weishuhn then reported that he has been reviewing plans for the Riverway Farms Subdivision Development ("Riverway Farms").

Mr. Weishuhn went on to present information related to a new water well to be constructed within the District and various factors that may affect the location of such well.

Mr. Weishuhn next explained that Jefferson Triangle Marine has not responded to his office's requests for additional information on their proposed development.

Mr. Weishuhn then noted that he had no additional development inquiries to review with the Board.

4. Operator's Report

Mr. Taylor presented the Operator's Report, a copy of which is available upon request. Mr. Taylor reported that a total of 22,385,000 gallons of water were pumped from the District's wells from January 15, 2025 through February 16, 2025.

Mr. Taylor first presented estimates regarding cleaning and repairs to aeration basins at the Wastewater Treatment Plant (the "WWTP"). Mr. Taylor explained that the Engineer had additional information for the Board to review before it decides. In response to a question from Mr. Taylor, Mr. Barner explained that he would provide comments about requirements for procuring this work momentarily, after he had a moment to review.

Mr. Taylor next updated the Board to consider approval of the Apex Electric LLC ("Apex") proposal in the amount of \$6,194.59 for the procurement and installation of electrical components related to the existing light fixtures at the WWTP and replacing fixtures with new general area LED flood at the WWTP.

Mr. Taylor then reported that the District's WWTP operated at 48% of its permitted capacity during the period of January 31, 2025 and February 28, 2025.

Mr. Taylor noted that a total of 1,297,800 gallons of influent was treated last month at the WWTP. Mr. Taylor went on to report that last month, the District's average daily discharge of effluent from the WWTP was 463,500 gallons per day ("gpd") and the peak daily flow was 131,500 gpd.

Mr. Taylor next updated the Board regarding the status of street repairs and fire hydrant repairs within the District. Mr. Taylor reported that MOC made no repairs to streets within the District during the past month.

Upon a **motion** by Director Jackson, seconded by Director Williams, after full discussion and with all Directors present voting aye, the Board: 1) accepted the Operator's Report, as presented; and 2) approved the proposal from Apex for lighting fixtures.

5. Amendment to MOC Agreement

Mr. Taylor presented to and reviewed with the Board a proposed amendment to the District's agreement with MOC for operations services. A discussion ensued. It was the consensus of the Board to review such amendment and discuss it further at the May 5, 2025 Board meeting.

6. Attorney's Report

Mr. Barner and Mr. Weishuhn then reviewed correspondence from IDV Development Services, LLC ("IDV") regarding a proposed single family residential development by D.R. Horton ("DRH").

Mr. Weishuhn explained that DRH proposes a 651 single-family residential home subdivision, commercial and retail space and light industrial warehousing. Mr. Weishuhn went on to explain that based on the capacity needs of such a development, that the estimated Impact Fee for such development would be \$6,982,212.78. Extensive discussion then ensued regarding water and wastewater capacity required to provide service to such development. Mr. Johnson then responded to questions from the Board regarding such development and reiterated that IDV and DRH intend on creating a water district and are not interested in the District creating a defined area for such development. Mr. Johnson went on to explain options for serving a portion of the development that is located within the District's boundaries. The Board determined to consult with the District's Engineer and Attorney before reviewing further at the next Board meeting.

7. Bookkeeper's Report

Mr. Haskins then presented the Bookkeeper's Report and Quarterly Investment Report, copies of which are available upon request.

Upon a **motion** by Director Connor, seconded by Director Williams, after full discussion and with all Directors present voting aye, the Board approved the Bookkeeper's Report and Quarterly Investment Report, as presented.

8. **General Manager's Report**

Mrs. Pierre then presented to the Board the Royal Independent School District ("Royal ISD") Rental Application. A discussion ensued regarding payment plan options and procedures.

Upon a **motion** by Director Connor, seconded by Director Barley, after full discussion and with all Directors present voting aye, the Board approved the Royal ISD Rental Application, subject to Mr. Barner's review.

9. **Administrative/Personnel Matters**

Mrs. Pierre updated the Board on various administrative matters. A discussion then ensued regarding the list of locations, supplies and equipment for certain repairs to water lines within the District.

Next, the Board determined to postpone discussion related to the Director's Ethics Policy until a future Board meeting.

10. **Waller County Tax Assessor-Collector's Services**

Director Green and Mrs. Pierre went on to discuss with the Board a recent discussion they had with Waller County's newly elected tax assessor-collector.

11. **Election Report**

Mr. Barner explained that RAB has not yet received a Contract for Election Services (the "Agreement") from Waller County (the "County") for the 2025 election planned to be held on May 3, 2025.

Mr. Barner then reminded the Board that the last elections conducted for the District by the County were on Saturday, May 4, 2024. Mr. Barner then stated that the County has still not yet provided an invoice to the District for the remaining cost of conducting such election.

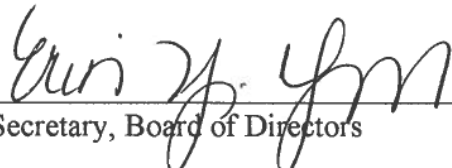
12. **Adjournment**

There being no further business to come before the Board, the Board meeting was adjourned at 8:26 p.m.

PASSED, APPROVED and ADOPTED this the 5th day of May, 2025.



(DISTRICT SEAL)


Secretary, Board of Directors