

BROOKSHIRE MUNICIPAL WATER DISTRICT
MINUTES OF BOARD OF DIRECTORS REGULAR MEETING

May 1, 2023

The Board of Directors (the "Board" or "Directors") of Brookshire Municipal Water District (the "District") met in regular session on the 1st day of May, 2023, 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
<i>Vacant</i>	Director

All members of the Board were present, thus constituting a quorum. Attending were Tonya Pierre ("General Manager"); John Taylor of Municipal Operations and Consulting, Inc. ("Operator" or "MOC"); Steve Haskins of Protocol Bookkeeping, Inc. ("Bookkeeper"); Dr. Herman Clay, PhD of Clay & Leyendecker, Inc. ("Engineer") via telephone; James Weishuhn of Weishuhn Engineering, Inc. ("Weishuhn"); Elliot M. Barner and Meredith C. King, attorneys, of Radcliffe Adams Barner PLLC ("Attorney" or "RAB"); Vinod Kikani of Twin Lakes, LLC ("Twin Lakes"); Anil Sharma of DMZ Property, LLC ("DMZ"); and Isaiah Collins of Walter P. Moore Engineering.

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 6:07 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. There being no public comments, the President directed the Board to proceed with the agenda.

2. Approve Minutes of Prior Meeting.

The Board then considered approval of the minutes from the regular meeting of April 3, 2023. Upon a **motion** by Director Williams, seconded by Director Jackson, after full discussion and with all Directors present voting aye, the Board approved the minutes from the regular meeting of April 3, 2023, as presented.

3. Bookkeeper's Report.

Mr. Haskins then presented the Bookkeeper's Report, a copy of which is available upon request. Mr. Haskins reviewed the District's budget for the Fiscal Year Ending ("FYE") August 31, 2023 and the year to-date expenses incurred by the District. Mr. Haskins noted that

during the past month, the District's expenses exceeded its revenue due to the fact that the City of Brookshire (the "City") had not deposited certain checks sent to the City by the District for solid waste collection services provided to property owners within the District.

Mr. Haskins next presented to the Board the Quarterly Investment Report for the second (2nd) quarter of the FYE August 31, 2023. Mr. Haskins explained that Director Williams, as the District's Investment Officer, reviewed such report and executed the same.

Upon a **motion** by Director Connor, seconded by Director Williams, after full discussion and with all Directors present voting aye, the Board approved: 1) the Bookkeeper's Report, as presented; and 2) the Quarterly Investment Report for the second (2nd) quarter of the FYE August 31, 2023.

Mr. Weishuhn entered the meeting at this time.

4. Compliance with the Sanitary Sewer Overflow ("SSO") Initiative Program.

Mr. Taylor then reminded the Board that as part of the District's participation in the Texas Commission on Environmental Quality's ("TCEQ") SSO Program, the TCEQ requires that the District address certain deficiencies in its wastewater collection systems by certain annual deadlines. Mr. Taylor reported that by September 1, 2023, the District is required to complete a televised evaluation of certain portions of such system and to complete 30% of the repairs needed to such portions. Mr. Taylor further reported that by such date, the District is also required to begin a televised evaluation of certain other portions of such system. Mr. Taylor went on to report that the District is also required to repair ten (10) of the District's manholes. Mrs. Pierre stated that several manhole repairs are scheduled to be completed soon, and such repairs will be documented for inclusion in MOC's report to the TCEQ regarding the District's compliance with the SSO Program.

5. Engineer's Report.

Dr. Clay then presented the Engineer's Report.

Dr. Clay first updated the Board regarding the status of the lift station improvements for the Brookwood Community Project. Dr. Clay reminded the Board that construction of such improvements is being delayed until certain electrical equipment is delivered to the contractor. Dr. Clay then reported that because there is not a manhole located near the lift station, the contractor will need to install a temporary sanitary sewer bypass system in order to complete such lift station improvements.

Dr. Clay then presented a Capacity Report for service to a multi-tenant warehouse located at 505 Bains Street. Dr. Clay explained that Concorde Chemical & Supply ("Concorde") will be renting a unit in such warehouse to store janitorial supplies. Dr. Clay then stated that he does not recommend that the District assess an impact fee against Concorde since the warehouse was constructed before the District began assessing impact fees and there will be no change in the land use of the property. Dr. Clay noted that if Concorde uses more water than was requested in their service application, the District can assess an impact fee at that time. Dr. Clay next reminded the Board that the District's Rate Order requires that users located in strip-shopping

