

## BROOKSHIRE MUNICIPAL WATER DISTRICT

### MINUTES OF CAPITAL IMPROVEMENTS ADVISORY COMMITTEE PUBLIC MEETING

January 25, 2024

The members of the Capital Improvements Advisory Committee (the "Committee") for Brookshire Municipal Water District (the "District") met in a public session on the 25<sup>th</sup> day of January, 2024, at 3:00 p.m., in the meeting room of the District, 4004 6<sup>th</sup> 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 Committee, to-wit:

Stephanie Green	President of the District
LaKethia Connor	Vice President of the District
Erin Jackson	Secretary of the District
Shirley Williams	Investment Officer for the District
Michael Foley	Developer, Riverway Properties
Hector Ramon	Developer

All members of the Committee were present, except Director Jackson, thus constituting a quorum. Attending were Tonya Pierre ("General Manager"); Dr. Herman Clay, PhD of Clay & Leyendecker, Inc. ("Engineer"), via telephone; and Meredith King, attorney, of Radcliffe Adams Barner PLLC ("Attorney" or "RAB"), via telephone.

The President, after finding that notice of the meeting was posted as required by law and determining that a quorum of the Committee was present, called the meeting to order at 3:06 p.m. and declared it open for such business as may regularly come before it.

1. **Review Proposed Amendment to the District's Land Use Assumptions, Capital Improvements Plan ("CIP") and Impact Fee and Prepare Written Comments to Same**

Dr. Clay explained that the purpose of assessing impact fees is to establish sufficient funds for capital improvements or District facility expansions as needed to serve new developments. Dr. Clay then reviewed with the Committee his proposed amendments to the District's Land Use Assumptions, CIP and Impact Fees.

Extensive discussion then ensued regarding the District's Land Use Assumptions, CIP and Impact Fees and Dr. Clay's proposed amendments to the same.

Upon a **motion** by Director Connor, seconded by Director Williams, after full discussion and with all Committee members present voting aye, the Committee approved the amendments as presented, a copy of which is attached hereto as Exhibit "A," and authorized a letter be executed and delivered to the Board of Directors of the District which indicates the Committee's recommendation to accept the amendments as stated.

2. **Adjournment**

There being no further business to come before the Committee, the meeting was adjourned at 3:49 p.m.

PASSED, APPROVED and ADOPTED this the 6<sup>th</sup> day of May, 2024.

(DISTRICT SEAL)



  
Secretary, Board of Directors

**EXHIBITS:**

A - Capital Improvements Plan and Impact Fee Calculation