

**BROOKSHIRE MUNICIPAL WATER DISTRICT**  
**MINUTES OF BOARD OF DIRECTORS REGULAR MEETING**

**April 21, 2025**

The Board of Directors (the "Board" or "Directors") of Brookshire Municipal Water District (the "District") met in regular session on the 21<sup>st</sup> day of April, 2025, at 6:00 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 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; Madeline James of Assessments of the Southwest, Inc. ("Tax Assessor/Collector" or "ASW"); James and Barbara Weishuhn of Weishuhn Engineering, Inc. ("Engineer" or "Weishuhn"); Elliot M. Barner, attorney, of Radcliffe Adams Barner PLLC ("Attorney" or "RAB"); and members of the public listed on the attendance roster.

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 6:00 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 further 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 February 18, 2025 regular meeting.

Upon a **motion** by Director Jackson, seconded by Director Williams, after full discussion and with all Directors present voting aye, the Board approved the minutes from the February 18, 2025 regular meeting, as presented.

### **3. Tax Assessor/Collector's Report**

Ms. James then reviewed the Tax Assessor/Collector's Report for the month of March 2025, a copy of which is available upon request. In response to a question, Ms. James explained to the Board that fees assessed by ASW for tax collection services are noted on each report presented by ASW.

Upon a **motion** by Director Jackson, seconded by Director Barley, after full discussion and with all Directors present voting aye, the Board approved the Tax Assessor/Collector's Report, as presented.

### **4. Engineer's Report**

Mr. Weishuhn presented a Capacity Report for CenterPoint Twin Woods Electrical Substation ("CenterPoint"). Mr. Weishuhn explained that CenterPoint proposes water and wastewater service to an 800 square foot electrical substation control cubicle currently present on the property located at 1775 FM 1489, Brookshire, Texas. Extensive discussion ensued regarding the capacity of water and wastewater required to serve such development and options for providing such service. Mr. Weishuhn reported that CenterPoint will owe an Impact Fee in the amount of \$2,158.80.

Mr. Weishuhn then presented a Capacity Report for Mosaic Worship Community Church ("Mosaic"). Mr. Weishuhn explained that Mosaic will utilize an existing 2,072 square foot commercial building as a 20-seat prayer room, classified as a church, located at 4127 Front Street, Brookshire, Texas. Extensive discussion ensued regarding the capacity of water and wastewater required to serve such development and options for providing such service. Mr. Weishuhn reported that regarding the proposed equivalent service units ("ESUs") being less than the original ESUs, an Impact Fee is not due for this project.

Mr. Weishuhn then updated the Board regarding the new water well at the Velasco Street Water Plant. Mr. Weishuhn explained to the Board the application for the 500-foot, 12-inch water line and 750 gpm water well, existing as a stand by, and requested authorization to prepare an agenda item for this new well.

Upon a **motion** by Director Jackson, seconded by Director Barley, after full discussion and with all Directors present voting aye, the Board approved the Engineer's Report, as presented, including: 1) CenterPoint's Capacity Report; 2) Mosaic's Capacity Report; and 3) preparation of information required for a permit for a new water well.

### **5. General Manager's Report**

Mrs. Pierre next presented to the Board the General Manager's Report, a copy of which is available upon request.

Mrs. Pierre next confirmed that there were no customer inquiries on high water usage.

Upon a **motion** by Director Williams, seconded by Director Connor after full discussion and with all Directors present voting aye, the Board accepted the General Manager's Report.

**6. Administrative/Personnel matters**

Mrs. Pierre discussed with the Board Mr. Holmes' attendance to the Texas Rural Water Association's 2025 Training & Technical Conference in Galveston on July 16-17, 2025.

**7. Election Report**

Mr. Barner next reminded the Board that a special election to provide the District with bond authority is scheduled to be held on Saturday, May 3, 2025 (the "Bond Election"). Mr. Barner noted that RAB has not been provided with any invoices for such election from Waller County as of yet.

Mr. Barner then reminded the Board that Waller County has not yet provided an invoice to the District for the cost of conducting the general election and special election held on Saturday, May 4, 2024 (the "Election"). Mr. Barner added that RAB has requested such information regularly, but that nothing has been provided; therefore, RAB will continue to follow up with Waller County.

**8. Adjournment**

There being no further business to come before the Board, the Board meeting was adjourned at 7:28 p.m.

PASSED, APPROVED and ADOPTED this the 19<sup>th</sup> day of May, 2025.



(DISTRICT SEAL)

ATTEST:

President, Board of Directors

Secretary, Board of Directors