

BROOKSHIRE MUNICIPAL WATER DISTRICT
MINUTES OF BOARD OF DIRECTORS REGULAR MEETING

August 18, 2025

The Board of Directors (the "Board" or "Directors") of Brookshire Municipal Water District (the "District") met in regular session on the 18th day of August, 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. Also attending were Tonya Pierre, General Manager of the District; Willis Holmes, Field Staff Supervisor; Melanie Garrett of Assessments of the Southwest, Inc. ("Tax Assessor/Collector" or "ASW"); Jay Bennett, of Energy by 5 ("Energy 5"); and Elliot M. Barner and Abigail C. Barnett, attorneys, of Radcliffe Adams Barner PLLC ("Attorney" or "RAB").

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 6:09 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 July 21, 2025 regular meeting and June 24, 2025 special meeting. A discussion ensued. It was the consensus of the Board to table approval of the minutes from the regular meeting of July 21, 2025 and June 24, 2025 special meeting until the Board has the opportunity to review drafts of such minutes.

3. Tax Assessor/Collector's Report

Ms. Garrett then reviewed the Tax Assessor/Collector's Report for the month of June 2025, a copy of which is available upon request. A discussion ensued regarding preparation of the 2025 truth in taxation worksheet as Waller County will not be providing such worksheet. Ms. Garrett stated that ASW would create the worksheet for a fee.

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

4. Energy 5 Electricity Renewal Presentation ("Energy 5")

Mr. Bennett with Energy 5 presented to the Board a proposal to provide electricity services. Mr. Bennett detailed Energy 5's procurement management and other services provided and offered a "complimentary" energy physical report which requires the District devolving data to Energy 5 for this report. An extensive discussion ensued. It was the consensus of the Board to table this proposal until Acclaim presents its proposal.

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 reviewed the Water Leak Repair List with the Board. A discussion ensued.

Mrs. Pierre then reviewed open staff positions, stating interviews are ongoing.

Mrs. Pierre presented to the Board a letter from the City of Brookshire ("City") requesting rental of Venue 116 for their upcoming Christmas celebration. A discussion ensued and Mrs. Pierre stated she will meet with the City to discuss such matter further and will update the Board on pricing.

6. Administrative/Personnel matters, including review of Personnel Policy

Mr. Barner determined that there were items that needed to be discussed in Executive Session.

7. Policies Relating to Ethical Conduct, Fiscal Matters and Consulting Services

Mrs. Pierre next presented to and reviewed with the Board policies regarding reimbursable receipts and travel expenses per the amended Ethics Policy.

Mr. Barner stated that a Director has a right to reimbursement for "fees of the office" which require proper receipts. Mr. Barner stated that they as Directors, in accordance with Section 49.060 of the Texas Water Code ("Water Code"), are entitled to be reimbursed for expenses incurred on behalf of the District and paid fees of office for meetings that they attend. A detailed discussion ensued as to expense reimbursement conforming to the Water Code.

8. Directors' Reports, as necessary

The Board had no reports to present.

9. Attorney's Report

Mr. Barner updated the Board regarding the application for road powers for the Bond Election for Defined Area No. 1 which will be held November 4, 2025 (the "Road Facilities Bond Election").

Mr. Barner informed the Board that RAB will be sending an electronic copy of the memorandum regarding Tax Law Changes under the One Big Beautiful Bill Act.

10. Election Report

Mr. Barner updated the Board on the Road Facilities Bond Election to be held on Tuesday, November 4, 2025 (the "Election"). Mr. Barner noted that the deadline to call elections is today.

Mr. Barner discussed the appointment of the District's designated agent for the Road Facilities Bond Election and presented the Board with a Notice of Appointment of Designated Agent. Mr. Barner reviewed various administrative election services that RAB provides to the District as its designated agent for elections.

Mr. Barner next reminded the Board that in order to authorize an election for bond authority, the Board will need to adopt an order calling such election. An extensive discussion ensued regarding information needed for such election and other various election-related requirements for bond authority elections.

11. Executive Session

Pursuant to Section 551.071 of the Texas Government Code, Subchapter D, of the Open Meetings Act, Director Green then called the executive session to order at 7:09 p.m. to discuss matters of attorney-client privilege and personnel.

Present for all portions of the Executive Session were the Board of Directors, Mr. Barner and Ms. Barnett.

12. Reconvened In Open Session

As of 7:39 p.m., the President declared the Executive Session was ended and open session was resumed.

13. Election Report (cont.)

Upon a **motion** by Director Connor, seconded by Director Jackson, after full discussion and with all Directors present voting aye, the Board approved: 1) RAB as the District's designated agent for the Road Facilities Bond Election; and 2) approved the Order Calling Road Facilities Bond Election, as presented.

14. Adjournment

There being no further business to come before the Board, the Board meeting was adjourned at 7:44 p.m.

PASSED, APPROVED and ADOPTED this the 15th day of September, 2025.



President, Board of Directors

ATTEST:



Secretary, Board of Directors

(DISTRICT SEAL)

