

HARRIS-FORT BEND COUNTIES MUNICIPAL UTILITY DISTRICT NO. 1  
Minutes of Meeting of Board of Directors  
February 18, 2025

The Board of Directors (the "Board") of Harris-Fort Bend Counties Municipal Utility District No. 1 (the "District") met in regular session, open to the public on February 18, 2025, in accordance with the duly posted Notice of Public Meeting, and the roll was called of the duly constituted officers and members of the Board, as follows:

David J. Beyer, President  
Kristen Scott, Vice President  
Ron Lovett, Secretary  
Richard Hughes, Assistant Secretary  
Joseph R. Longacre, Director

all of whom were present at the meeting except Director Lovett, thus constituting a quorum.

Also attending the meeting were Randy Davila of Inframark, LLC ("Inframark"); Jolie Craft of Vogler & Spencer Engineering, Inc. ("VSE"); Debbie Bessire of Equi-Tax, Inc. ("Equi-Tax"); Terry Holland of Myrtle Cruz, Inc. ("Myrtle Cruz"); Sergeant Crowell of the Fort Bend County Precinct 1 Constable's Office ("FBC1"); Debbie Shelton of Masterson Advisors LLC ("Masterson"); Simon VanDyk of Touchstone Direct Services, LLC ("Touchstone"); John Millice, resident of the District; Gregg Nady, advocate of hike and bike trails within the area of the District; and Matthew Reed, Cole Trolinger, and Kris Eddlemon of Schwartz, Page & Harding, L.L.P. ("SPH").

The President called the meeting to order and declared it open for such business as might regularly come before the Board.

#### PUBLIC COMMENTS

The Board considered comments from the public. In that regard, Mr. Nady addressed the Board regarding a series of trail systems being proposed by the Willowfork Drainage District and requested the District provide a letter of support to the City of Katy which is seeking grant funding for construction of the trail system, part of which system is proposed to connect to sidewalks in the District. Following discussion, the Board requested that an item be included on the March agenda for the Board to consider the provision of such letter. No action was taken by the Board at this time.

Mr. Nady exited the meeting at this time.

#### CONSENT AGENDA

After discussion, Director Longacre moved to approve the following items on the consent agenda. The motion was seconded by Director Scott and carried unanimously.

*Minutes*

Approve the minutes of the January 28, 2025, Board meeting, as written.

*Bookkeeper's Report*

Approve the Bookkeeper's Report as of February 18, 2025, a copy of which is attached hereto as **Exhibit A**.

*Tax Assessor-Collector Report*

Approve the Tax Assessor-Collector Report for the month of January 2025, including the disbursements presented for payment. A copy of said report is attached hereto as **Exhibit B**.

*Developed District Status*

Adopt the Resolution Concerning Developed District Status for 2025 Tax Year attached hereto as **Exhibit C**.

*Prevailing Wage Rate Scale*

Adopt the Resolution Adopting Prevailing Wage Rate Scale for Construction Projects, attached hereto as **Exhibit D**.

*Consumer Confidence Report*

Authorize operator to provide required information to districts receiving water from the District related to Consumer Confidence Reports ("CCR") and prepare a draft CCR for review by the Board.

*Ratify Prior Approval*

Ratify prior approval of change of location of regular meetings in January, April, July, and October to 1300 Post Oak Boulevard, Suite 2500, Houston, Texas 77056.

**SECURITY REPORT**

Sergeant Crowell next reviewed with the Board a security report from the Fort Bend County Precinct 1 Constable's Office for the month of January 2025. The Board also reviewed a monthly incident report generated by the Flock security cameras located within the District. No action was taken by the Board at this time.

Sergeant Crowell exited the meeting at this time.

**RESOLUTION CONCERNING EXEMPTIONS FROM TAXATION**

Mr. Reed outlined for the Board the various tax exemptions available for the District, including the exemptions provided for by Article VIII, Section 1-b of the Texas Constitution, and

Sections 11.13 of the Tax Code, as amended. He advised that under said provisions, the District may provide for the exemption of up to 20% (but not less than \$5,000, if granted) of the market value of residential homestead improvements for the year 2025, and the District may also exempt residential homesteads of persons who are under a disability for purposes of payment of disability insurance benefits under the Federal Old Age, Survivors and Disability Insurance Act, or its successor, or persons sixty-five years of age or older from ad valorem taxes levied by the District during the calendar year 2025, and, if any such exemptions are granted, they must be for not less than \$3,000 of the market value of such homesteads. Ms. Shelton then distributed and reviewed with the Board a tax exemption analysis. A discussion ensued regarding said exemptions. After discussion on the matter, Director Scott moved that the District (i) grant a residential homestead exemption in the amount of 10%, but in no event less than \$5,000, (ii) grant an exemption for persons under a disability or sixty-five years of age or older in the amount of \$35,000 from ad valorem taxes levied by the District during the calendar year 2025, and (iii) adopt the Resolution attached hereto as **Exhibit E** relative to same. Director Hughes seconded said motion, which unanimously carried.

#### RENEWAL OF DISTRICT INSURANCE POLICIES

As the next order of business, the Board considered renewal of the District's insurance coverages. Mr. Reed advised the Board that, as requested at the previous meeting, SPH requested a renewal proposal from McDonald and Wessendorff, a copy of which is attached hereto as **Exhibit F**. He further advised that the District's current insurance policies are due to expire on March 31, 2025. Following discussion, Director Longacre moved that the Board accept the proposal from McDonald and Wessendorff, and authorize SPH to accept and acknowledge the associated Texas Ethics Commission 1295 Form. Director Hughes seconded the motion, which unanimously carried.

#### SOLID WASTE COLLECTION AND RECYCLING SERVICES

The Board next considered the status of solid waste collection and recycling services provided to the District by GFL Environmental ("GFL"). In that regard, the Board was provided a Customer Service Report from GFL, a copy of which is attached hereto as **Exhibit G**. No action was taken by the Board at this time.

#### PROPOSAL FOR WEBSITE AND COMMUNICATION SERVICES

The Board next considered a proposal for website and communication services from Touchstone. In that regard, Mr. VanDyk introduced himself to the Board and provided a presentation and proposals concerning services provided by Touchstone and the costs associated therewith, copies of which are attached hereto as **Exhibit H**. Following discussion, Director Scott moved that the Board approve the proposals for website compliance and maintenance (Exhibit A1 to the Consultant Agreement) and the emergency alert system (Exhibit A2 to the Consulting Agreement), as well as the associated Consulting Agreement between the District and Touchstone (a copy of which is included as part of **Exhibit H**), subject to review by SPH. Director Longacre seconded the motion, which unanimously carried. The Board deferred taking action with regard to the proposals for the establishment of director email accounts and SharePoint management services until the next meeting. Mr. VanDyk advised that a preview of the new website will be available for review by the Board at the March meeting. In response to a question from Mr.

VanDyk, Mr. Reed advised him that Directors Scott and Longacre are the communications committee of the Board.

Ms. Shelton and Ms. Bessire exited the meeting at this time.

### ENGINEERING REPORT

Ms. Craft next presented to and reviewed with the Board a written Engineering Report, a copy of which is attached hereto as **Exhibit I**, relative to the status of various projects within the District.

Ms. Craft reported on the status of storage tank maintenance at Water Plant No. 2 by Aquastore, and advised that Aquastore has provided a quote in the amount of \$17,741 to lower the top of both interior spillways to avoid overflow. Following discussion, Director Longacre moved that the Board approve the quote, as discussed. Director Scott seconded the motion, which unanimously carried.

Ms. Craft next reported on the status of partial recoating of Water Plant No. 2 by Nova Paintings, LLC ("Nova"). In that regard, she advised that the District is in receipt of Pay Estimate No. 1 in the amount of \$18,000. Following discussion, Director Longacre moved that the Board approve payment of Pay Estimate No. 1 to Nova, as recommended by Ms. Craft. Director Scott seconded the motion, which unanimously carried.

Ms. Craft next reported on the status of drainage improvements in Falcon Point by Stone Castle Constructors ("Stone Castle"), and advised that the District is in receipt of Pay Estimate No. 4 and Final in the amount of \$26,916.18. Following discussion, Director Longacre moved that the Board approve payment of Pay Estimate No. 4 and Final to Stone Castle, as recommended by Ms. Craft. Director Scott seconded the motion, which unanimously carried.

### COMMITTEE REPORTS AND SIDEWALKS

The Board next considered reports from the Capital Improvement Plan Committee, Finance Committee, Sidewalk Committee, and Communications Committee. It was noted that the sidewalk project has expanded to include additional repairs. Following discussion, the Board concurred that Ms. Craft include certain sidewalks along the Marquette Trail right-of-way to the plans and bid package for sidewalk improvements and repairs in the Sidewalk Replacement Program, Phase One.

### OPERATIONS REPORT

Mr. Davila next presented to and reviewed with the Board a written operations and maintenance report for the month of January 2025, a copy of which is attached hereto as **Exhibit J**. He advised that there are two (2) delinquent accounts with an outstanding balance over \$25.00 which Inframark has been unable to collect and recommends be turned over to Collections Unlimited for collection. Following discussion, Director Scott moved that the accounts be forwarded to Collections Unlimited for handling, as discussed. Director Hughes seconded said motion, which unanimously carried.

ATTORNEY'S REPORT

The Board next considered the attorney's report. Mr. Reed advised that he had nothing to report regarding legal matters other than those items which were previously addressed in the meeting.

CLOSED SESSION

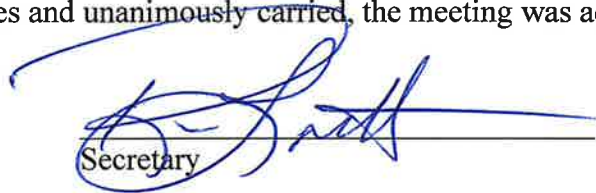
The Board determined it would not be necessary to enter into Closed Session pursuant to Texas Government Code, Section 551.071 or Section 551.072.

FUTURE AGENDAS

The Board next considered matters for possible placement on future agendas. No specific agenda items, other than routine and ongoing matters, were requested.

ADJOURNMENT

There being no further business to come before the Board, upon motion made by Director Longacre, seconded by Director Hughes and unanimously carried, the meeting was adjourned.



Secretary

LIST OF ATTACHMENTS TO MINUTES

- Exhibit A- Bookkeeper's Report
- Exhibit B- Tax Assessor Collector's Report
- Exhibit C- Resolution Concerning Developed District Status for 2025 Tax Year
- Exhibit D- Resolution Adopting Prevailing Wage Rate Scale for Construction Projects
- Exhibit E- Resolution Concerning Exemptions From Taxation
- Exhibit F- Proposal from McDonald and Wessendorff
- Exhibit G- Customer Service Report from GFL
- Exhibit H- Proposals for Website Communication Services; Consulting Agreement between the District and Touchstone
- Exhibit I- Engineering Report
- Exhibit J- Operations and Maintenance Report