

**MINUTES OF THE MEETING
OF THE
BOARD OF DIRECTORS**

August 7, 2025

THE STATE OF TEXAS	§
	§
COUNTIES OF FORT BEND AND WALLER	§
	§
WILLOW POINT MUNICIPAL UTILITY	§
DISTRICT OF FORT BEND AND	§
WALLER COUNTIES	§

The Board of Directors (the “Board”) of Willow Point Municipal Utility District of Fort Bend and Waller Counties (the “District”), met in regular session, open to the public, on Thursday, August 7, 2025, at 11:30 a.m., at 1330 Post Oak Boulevard, Suite 2650, Houston, Texas, a designated meeting place outside the boundaries of the District, and via ZOOM audio/video conference. The roll was called of the members of the Board, to-wit:

Simon VanDyk	-	President
Paul Breaux	-	Vice President
David L. Salley	-	Secretary
Dave Hall	-	Assistant Secretary
Jim Moses	-	Assistant Secretary

All members of the Board were present except Directors Breaux and Moses, thus constituting a quorum.

Also participating in the meeting were Yaneth Cooper of Municipal Accounts & Consulting, L.P. (“MAC”), bookkeeper for the District; Lita Lemus of Utility Tax Service, LLC, tax assessor and collector for the District; Jenna Craig of Touchstone District Services (“Touchstone”); Lyndsay Evans and Marshall Green of Quiddity Engineering, LLC (“Quiddity”), engineer for the District; Ryan Mapes of SiEnvironmental (“SiEnviro”), operator for the District; Joseph Hopper of Storm Water Solutions (“SWS”); Phillip Smith of Guideline Management Services (“Guideline”); James Terry and Matt Preston of Terry’s Landscape, LLC; and Ryan E. LaRue, Elizabeth Harris, and Alyssa Stanford (Legal Assistant) of Sanford Kuhl Hagan Kugle Parker Kahn LLP (“SK Law”), attorneys for the District.

The meeting was called to order at 11:32 a.m. Copies of the notices of the meeting are attached hereto.

HEAR FROM PUBLIC

The Board noted that there were no members of the public who wished to address the Board.

APPROVE MINUTES OF MEETING HELD JULY 8, 2025 **TAX ASSESSOR/COLLECTOR'S REPORT** **BOOKKEEPER'S REPORT** **REPORT FROM TOUCHSTONE DISTRICT SERVICES**

Upon motion by Director Hall, seconded by Director Salley, and after full discussion, the Board voted to:

- a. approve the minutes of the meeting held July 8, 2025;
- b. approve the Tax Assessor/Collector's Report for the month of July, noting that approximately 99.05% of the 2024 taxes have been collected;
- c. approve the Bookkeeper's Report, including payment of bills;
- d. approve the report submitted by Touchstone;

Director VanDyk abstained from voting on payment of Check No. 4071 made payable to Touchstone.

Copies of the Bookkeeper's Report, the Tax Assessor/Collector's Report, and the report submitted by Touchstone are on file in the official records of the District.

HEAR REPORT FROM HOA

The Board noted that no report was submitted.

HEAR DEVELOPER'S REPORT

The Board noted that no report was submitted.

HEAR ENGINEER'S REPORT

The Board recognized Ms. Evans, who reviewed with the Board the Engineer's Report, a copy of which is on file in the official records of the District. She updated the Board on the status of ongoing construction projects within the District as detailed in such Report.

Ms. Evans requested that the Board approve Pay Estimate No. 4 & Final in the amount of \$41,848.50 and Change Order No. 2 resulting in reduction in the amount of \$10,000 to account for unused bid items to C3 Constructors, LLC for construction of Water Plant No. 1 – Booster Pump Addition, and to approve the Certificate of Acceptance in connection with the same.

Upon motion by Director Hall, seconded by Director Salley, and after full discussion, the Board voted unanimously to approve Pay Estimate No. 4 & Final in the amount of \$41,848.50 and Change Order No. 2 resulting in reduction in the amount of \$10,000 to account for unused bid items to C3 Constructors, LLC for construction of Water Plant No. 1 – Booster Pump Addition, and to approve the Certificate of Acceptance in connection with the same. By the same motion, the Board voted unanimously to approve the Engineer's Report as submitted.

HEAR OPERATOR'S REPORT

The Board recognized Mr. Mapes, who reviewed with the Board the Operator's Report, a copy of which is attached hereto, as well as the list of "High Water Users". He also reviewed with the Board the delinquent list, a copy of which is on file in the official records of the District.

Upon motion by Director Salley, seconded by Director Hall, and after full discussion, the Board voted unanimously to authorize termination of service to the customers listed on the delinquent list, as the customers were neither participating in the meeting nor presented any written statement on the matter. By the same motion, the Board voted unanimously to approve the Operator's Report as submitted.

Mr. Mapes then submitted to and reviewed with the Board a proposed Second Amendment to Professional Service Contract (the "Amendment") between SiEnviromental and the District, a copy of which is on file in the official records of the District.

Upon motion by Director VanDyk, seconded by Director Salley, and after full discussion, the Board voted unanimously to approve the Amendment, noting that future annual CPI adjustment for SiEnvironmental will occur in May to coincide with the end of the District's fiscal year.

The Board deferred amending the District's Rate Order pending review of the rate study from Municipal Information Services.

HEAR REPORT FROM TERRY'S LANDSCAPE

The Board recognized Mr. Terry, who submitted a report on landscape maintenance and improvements throughout the District, a copy of which is on file in the official records of the District.

Mr. Terry then submitted to the Board a proposal to replace trees in the amount of \$4,528.19.

Upon motion by Director VanDyk, seconded by Director Hall, and after full discussion, the Board voted unanimously to approve the report from Terry's, and to approve the proposal to replace trees in the amount of \$4,528.19.

HEAR REPORT FROM GUIDELINE MANAGEMENT SERVICES

The Board recognized Mr. Smith, who submitted to and reviewed with the Board a Park Maintenance Report, a copy of which is on file in the official records of the District.

Mr. Smith then submitted to the Board a proposal for graffiti removal in the amount of \$454.25.

Upon motion by Director VanDyk, seconded by Director Salley, and after full discussion, the Board voted unanimously to approve the proposal for graffiti removal in the amount of \$454.25.

HEAR REPORT FROM STORM WATER SOLUTIONS

The Board recognized Mr. Hopper, who reviewed with the Board a report and pictures regarding drainage and detention facilities, a copy of which is on file in the official records of the District.

The Board noted that no action was required.

HEAR ATTORNEY'S REPORT

Adopt Resolution Requesting Fort Bend Central Appraisal District for Appraisal of Property

Adopt Resolution Requesting Waller County Appraisal District for Appraisal of Property

Mr. LaRue submitted to and reviewed with the Board a Resolution Requesting Fort Bend Central Appraisal District for Appraisal of Property and a Resolution Requesting Waller County Appraisal District for Appraisal of Property.

Upon motion by Director VanDyk, seconded by Director Salley, and after full discussion, the Board voted unanimously to adopt Board the Resolution Requesting Fort Bend Central Appraisal District for

Appraisal of Property and the Resolution Requesting Waller County Appraisal District for Appraisal of Property.

Consider approval of additional insurance coverage

Mr. LaRue informed the Board that the District is required to obtain additional insurance coverage per the terms of Phase III of the Lease Agreement between the District and AUC Group, LLC. He stated that McDonald & Wessendorff Insurance is adding the required endorsements and policies to the District's insurance, and such additions will result in increased premiums.

Upon motion by Director Salley, seconded by Director Hall, and after full discussion, the Board voted unanimously to approve additional insurance coverage required per the terms of Phase III of the Lease Agreement.

Discuss and take action relating to a rate study [Municipal Information Services]

The Board deferred action on this item until the next meeting.

Discuss mowing and landscape maintenance of District property and drainage and detention facilities

The Board deferred action on this item until the next meeting.

Mr. LaRue discussed with the Board a complaint from a resident regarding noise and light coming from the wastewater treatment plant in the early hours of the morning. Mr. Mapes noted that the sludge-hauling company has been instructed not to begin work until 7:00 a.m., and Ms. Evans noted that any construction contractors working on District facilities between 7:00 a.m. and 6:00 p.m. must request authorization to work beyond this time frame.

It was the consensus of the Board to request confirmation that the direction of the lights at the wastewater treatment plant are not pointed towards the windows of adjacent homes.

THERE being no further business to come before the Board, the meeting was adjourned.

[SIGNATURE PAGE FOLLOWS]

PASSED, APPROVED AND ADOPTED this 4th day of September, 2025.

(SEAL)



Secretary, Board of Directors