

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

February 6, 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, February 6, 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, thus constituting a quorum.

Also participating in the meeting were Mary Ann Mihills of Municipal Accounts & Consulting, L.P. (“MAC”), bookkeeper for the District; Lyndsay Evans and Marshall Green of Quiddity Engineering, LLC (“Quiddity”), engineer for the District; Spencer Day of Masterson Advisors, LLC (“Materson”), financial advisors for the District; Lita Lemus of Utility Tax Service, LLC, tax assessor and collector for the District; Ryan Mapes of SiEnvironmental (“SiEnviro”), operator for the District; Joseph Hopper of Storm Water Solutions (“SWS”); Jenna Craig of Touchstone District Services (“Touchstone”); Josh Wailes of Mike Stone Associates; Andrew Faubion of Terry’s Landscape, LLC; Murali Rajam, a resident of the District and member of the Trails of Katy Homeowner’s Association (“Trails of Katy HOA”); Jeff Baine, a landowner of property located next to the District; Caroline Erck and Doug Neese of The Hanover

Company (“Hanover”); Andrew Killion of Newquest Properties 2016 GP, LLC (“Newquest”); and Ryan E. LaRue, Elizabeth Harris, and Ava Leigh Bryan (Legal Assistant) of Sanford Kuhl Hagan Kugle Parker Kahn LLP (“SK Law”), attorneys for the District.

Director Dave Hall and Doug Neese joined the meeting in progress.

The meeting was called to order at 11:35 a.m. Copies of the notices of the meeting are attached hereto.

HEAR FROM PUBLIC

The Board recognized Ms. Erck, who discussed Hanover’s interest in annexing a tract of land into the District. Ms. Erck stated that, at this time, Hanover is contemplating the feasibility of developing the tract. She continued, noting that annexation into the District would facilitate access to utilities, and encourage Hanover to purchase and develop the tract. Ms. Erck requested that the District’s engineer review the proposed site plan to determine if District’s facilities could serve the proposed development.

The Board also recognized Mr. Baine, who advised that he was similarly interested in annexing his property of approximately 100-acres into the District.

Mr. LaRue summarized the annexation process and noted that, ultimately, the District and any parties interested in annexing land into the District, need to execute an Annexation Agreement Letter and provide the District with \$20,000 to cover the administrative, engineering and legal fees incurred as a result of annexation.

At this time Director Hall entered the meeting, and Ms. Erck, Mr. Baine, and Mr. Killion left the meeting.

APPROVE MINUTES OF MEETING HELD JANUARY 2, 2025
TAX ASSESSOR/COLLECTOR’S REPORT
BOOKKEEPER’S REPORT
REPORT FROM TOUCHSTONE DISTRICT SERVICES

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

- a. approve the minutes of the meeting held January 2, 2025;

- b. approve the Tax Assessor/Collector's Report for the month of January, noting that approximately 79.12% of the 2025 taxes and 81.82% of the 2024 taxes have been collected;
- c. approve the Bookkeeper's Report, including payment of the bills; and
- d. approve the report submitted by Touchstone.

Director VanDyk abstained from voting on payment of Check No. 3926 made payable to Touchstone.

Copies of the Tax Assessor/Collector's Report, the Bookkeeper's Report, and the report submitted by Touchstone are attached hereto.

HEAR REPORT FROM HOA

The Board recognized Mr. Rajam, who requested an update on the status of the lease agreement between the District and Anserra HOA. The Board advised that the agreement is under attorney review at this time.

Mr. Rajam reported that residents have complained about the third-party service fee of \$1.50 charged when making tax payments online to the District. Mr. Rajam asked if the Board and the District's tax assessor and collector could review whether the service fee is necessary. Ms. Lemus advised that residents can avoid this fee, by using the "Bill Pay" feature provided by some banks.

At this time, Mr. Rajam left the meeting.

HEAR ENGINEER'S REPORT

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

Ms. Evans advised that the site survey for the remote water well addition is complete. Ms. Evans also advised that the engineers are preparing a site layout and anticipate that 30% of the design will be completed by the end of February.

Ms. Evans requested that the Board approve Pay Estimate No. 2 in connection with construction of the adding a booster pump to Water Plant No. 1 in the amount of \$136,350.

Upon motion by Director Salley, seconded by Director Breaux, and after full discussion, the Board voted unanimously to approve Pay Estimate No. 2 in connection with construction of the adding a booster pump to Water Plant No. 1 in the amount of \$136,350.

Ms. Evans advised that the GST and HPT foundations have been installed and the contractor is currently installing the GST. She further provided that Pay Estimate No. 2 was issued in the amount of \$281,790.00 for District items to WW Payton Corporation.

Ms. Evans then discussed the status of the Retail Center at Anserra Trail and I-10. She stated that Quiddity and SiEnviro are working with the developer to obtain plan approval and recording a water meter easement. Ms. Evans advised that the District's engineers have received and reviewed Camping World's plans to tie into the District's storm water drainage system. The engineers have requested clarification regarding a few of logistical matters. Once these questions are addressed, they will issue a no-objection letter to Camping World.

Ms. Evans advised that the District's Notice of Intent (NOI) and Storm Water Management Plan (SWMP) have been prepared and are ready for certification and signature.

Ms. Evans requested that the Board review and approve the revised proposal for the implementation of the Municipal Separate Storm Sewer System (MS4) Phase II SWMP and Permit Year 1 Administration authorized by the Texas Commission on Environmental Quality (TCEQ).

Upon motion by Director Salley, seconded by Director Breaux, and after full discussion, the Board voted unanimously to approve the revised SWMP Scope Proposal FY2025 including the MS4 Phase II SWMP and Permit Year 1 Administration.

Ms. Evans stated that a draft of the Surplus Funds Application for the Remote Water Well Generator Addition project has been prepared and sent to the consultants for review.

Director Breaux advised that residents had reported late night disturbances at the Wastewater Treatment Plant (WWTP) and asked if any contractors had been scheduled to work after hours at the WWTP. Ms. Evans confirmed that no contractors or deliveries had been scheduled during the hours and dates of concern. The Board considered whether there may be a need for additional security measures

around the WWTP, such as cameras. The Board elected to discuss the matter further with the Operator, Mr. Mapes, and gather more details on the disturbance reports before taking additional action.

Upon motion by Director Salley, seconded by Director Breaux, and after full discussion, the Board voted unanimously to approve the Engineer's Report as submitted.

At this time, Mr. Neese entered the meeting via Zoom.

SUMMARY OF ANNEXATION

The Board recognized Mr. Neese, who reiterated Hanover's interest in annexing a tract of land into the District. Mr. LaRue summarized the discussion held earlier in the meeting with Ms. Erck and Mr. Baine for Mr. Neese.

At this time, Mr. Neese left the meeting.

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. Mr. Mapes advised that item 4.b.i. on the report is incorrect and should read "W-1 – Reinstalled well motor after repairs." He also reviewed with the Board the list of "High Water Users" and the delinquent list, copies of which are attached hereto.

Upon motion by Director Breaux, seconded by Director Moses, 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.

WATER RATE ADJUSTMENTS

The Board recognized Director VanDyk, who presented a chart of current and proposed water rates, attached hereto. Director VanDyk explained that the proposed rates have been adjusted based on the average water use of District residents, ultimately the proposal rewards low water users and penalizes high water users by decreasing and increasing the total cost of water based on how an individual's water usage compares to average users. Director VanDyk asked the Board to consider the proposal and bring their questions and comments to discuss at the next board meeting.

HEAR REPORT FROM TERRY’S LANDSCAPE

The Board recognized Mr. Faubion, who submitted a report on landscape maintenance and improvements throughout the District, a copy of which is attached hereto.

Mr. Faubion requested that the Board approve the proposal for planting shrubbery and trees in the amount of \$27,937.10. The proposal includes a lifetime warranty for the 26 magnolia trees. Mr. Faubion stated that 26 magnolia trees will replace the magnolia trees that died due to long-term irrigation issues. He added that the irrigation issues have now been addressed.

Upon motion by Director VanDyk, seconded by Director Moses, and after full discussion, the Board voted unanimously to approve the proposal in the amount of \$27,937.10 for planting various shrubbery and trees in the District, and the report from Terry’s Landscape as submitted.

HEAR REPORT FROM MIKE STONE ASSOCIATES

The Board recognized Mr. Wailes, who submitted to and reviewed with the Board a Park Maintenance Report, a copy of which is attached hereto.

Mr. Wailes updated the Board on the status of the District’s parks and common areas. He advised that the homemade play structure has been removed.

Mr. Wailes advised that, during an inspection of the walking trail along the detention basin in Trails of Katy, it was noted that some signage and handhold covers on the trail lights were missing and in need of replacement. Mr. Wailes further provided that their inspector and SWS will map out the sign locations to bring before the Board at the next meeting so that the Board can determine if any signs should be moved.

The Board noted that no action was required.

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 attached hereto.

Mr. Hopper noted that a safety net has been installed around the sinkhole in Anserra Phase II. He advised that the Fort Bend County Drainage District and the District’s Engineer need to assess the site to determine if any additional action needs to be taken.

Mr. Hopper then discussed erosion on the side slopes in Trails of Katy Phase III.

Mr. Hopper presented to and reviewed with the Board a proposal to repair approximately 400 linear feet of erosion in the Trails of Katy Phase III in the amount of \$42,382.00. The Board asked Mr. Hopper to amend the proposal to reflect the total cost if Stormwater used a shorter travel distance to move the soil required to repair the erosion. The Board further requested that Mr. Hopper send a letter to the residents who may be affected by the construction once the plans are finalized.

Mr. Hopper presented to and reviewed with the Board a proposal for three “No Trespassing Signs” in the amount of \$1,026.00. In consideration of the earlier signage discussion with Mr. Wailes, the Board asked that Mr. Wailes and Mr. Hopper provide a complete map and inventory of all signage in the District for review. The Board noted that it would discuss the District’s need for signage once the map and inventory are available.

He advised that the tent located in the drainage and detention pond in Parks East was removed.

The Board noted that no action was required.

HEAR ATTORNEY’S REPORT

Adopt Resolution Concerning Tax Exemptions for 2025

The Board recognized Mr. Day, who presented to and reviewed with the Board a chart, illustrating the financial impact of implementing Over 65/Disabled and Homestead tax exemptions in the District.

Upon motion by Director VanDyk, seconded by Director Breaux, the Board elected to adopt the \$10,000 Over 65/Disabled tax exemption.

At this time, Ms. Bryan left the meeting.

Adopt Resolution Declaring Intent to Reimburse Expenditure with Proceeds of Unlimited Tax Bonds

The Board deferred action on this item.

Closed Session

It was the consensus of the Board to convene in closed session at 1:54 p.m. to discuss contemplated litigation.

Open Session

It was the consensus of the Board to reconvene in open session at 2:15 p.m.

Upon motion by Director VanDyk, seconded by Director Breaux, and after full discussion, the Board voted unanimously to authorize that action discussed in closed session.

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

[SIGNATURE PAGE FOLLOWS]

PASSED, APPROVED AND ADOPTED this 3rd day of April, 2025.



Assistant Secretary, Board of Directors

(SEAL)

