

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

May 2, 2024

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, May 2, 2024, at 12:00 p.m., at 1980 Post Oak Boulevard, Suite 1380, 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:

- | | | |
|-----------------|---|---------------------|
| Ryan B. Niles | - | President |
| Will Gutowsky | - | Vice President |
| David L. Salley | - | Secretary |
| Simon VanDyk | - | Assistant Secretary |
| Chris Barge | - | Assistant Secretary |

All members of the Board were present except Directors Gutowsky and Barge, 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 (“Masterson”), 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”); John O’Donnell of WaterLogic; Michael Willett and Justin Waggoner of Touchstone District Services (“Touchstone”); Jim Moses, a resident of the District and member of the Anserra Homeowner’s Association (“Anserra HOA”); Murali Rajam, a resident of the District and member

of the Trails of Katy Homeowner’s Association (“Trails of Katy HOA”); and Ryan E. LaRue 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 12:01 p.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 MARCH 7, 2024
BOOKKEEPER’S REPORT
TAX ASSESSOR/COLLECTOR’S REPORT
WATERLOGIC REPORT
REPORT FROM TOUCHSTONE DISTRICT SERVICES

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

- a. approve the Minutes of the meeting held April 4, 2024 as submitted;
- b. approve the Bookkeeper’s Report, including payment of the bills;
- c. adopt budget for fiscal year ending May 31, 2025;
- d. approve the Tax Assessor/Collector’s Report for the month of April, noting that approximately 98.35% of the 2023 taxes have been collected; and
- e. approve the report submitted by WaterLogic;
- f. approve the report submitted by Touchstone;
- g. adopt Order Evidencing Review of Emergency Preparedness Plan; and
- h. adopt Resolution Providing for Annual Review of Identity Theft Prevention Program.

Upon motion by Director Niles, seconded by Director Salley, the Board voted two (2) ayes to zero (0) nays to approve the Bookkeeper’s Report, including payment of the bills and approval of investment report, with the exception of check no. 3707 made payable to Touchstone.

Director VanDyk abstained from voting on payment of check no. 3707 made payable to Touchstone.

Copies of the Bookkeeper's Report, the budget for the fiscal year ending May 31, 2024, the Tax Assessor/Collector's Report, the report submitted by WaterLogic, and the report submitted by Touchstone are attached hereto.

HEAR REPORT FROM HOA

Mr. Moses stated that they had nothing to report at this time.

Mr. Rajam stated that he and Director VanDyk met to discuss and review the landscaping plans.

The Board noted that no action was required.

HEAR DEVELOPER'S REPORT

The Board noted that no report was given.

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 requested that the Board approve the Certificate of Substantial Completion in connection with construction of the Katy Townhomes Lift Station.

Ms. Evans then discussed with the Board encroachment by a resident of the District within Section 7. She noted that this resident is also encroaching on land within Fort Bend Municipal Utility District No. 151. Mr. LaRue stated that Ventana Land Development Company ("Ventana") has not conveyed the reserve to the District, and that a letter will be sent to the resident upon conveyance of the reserve from Ventana to the District.

Director VanDyk stated that he met with the Trails of Katy HOA Directors and Mr. Moses, to discuss and review the landscape design plan. He stated that he will review the proposals that Mr. Rajam and Mr. Moses received in connection with landscaping design approved by the Trails of Katy HOA and the Anserra HOA to confirm the landscaping is cohesive throughout the District.

Ms. Evans reviewed with the Board an example of a Parks and Landscape Management Report from another municipal utility district that engaged a design consultant for landscape design. The Board

requested that a design consultant attend the next meeting to discuss the potential advantages of engaging a landscape design consultant.

Upon motion by Director Niles, seconded by Director Salley, and after full discussion, 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 attached hereto.

Mr. Mapes then presented to the Board the Consumer Confidence Report ("CCR"), a copy of which is attached hereto. He stated that the CCR will be reviewed by SK Law, and that upon approval, the CCR will be mailed to all customers of the District prior to July 1, 2024.

Upon motion by Director Niles, seconded by Director Salley, 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.

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 stated that Director Barge contacted him regarding a resident washing grease traps into the inlet for Anserra Phase II Detention. He further stated that he inspected the pond and did not notice a sheen on the water.

Director VanDyk stated that he contacted the Fort Bend County Health Department ("FBCHD") regarding the grease entering the District's detention facilities and that the FBCHD is unable to fine the resident without proof of the resident washing the grease traps. Mr. LaRue stated that he would review the District's Rate Order for provisions regarding contamination of the District's water.

Mr. Rajam stated that mowing along the walkway and bayou in Trails of Katy, Section 6 was not fully completed and requested that Mr. Hopper send out a crew to address these areas.

Upon motion Director Salley, seconded by Director Niles, and after full discussion, the Board voted unanimously to approve the report from SWS as submitted.

HEAR ATTORNEY'S REPORT

Consider approval of Utility Capacity Commitment Letter to SM Design & Consulting, LLC [Retail

Center at Anserra Trail and I-10 – 18,621 GPD]

The Board recognized Mr. LaRue, who reviewed with the Board a Utility Capacity Commitment Letter to SM Design and Consulting, LLC in connection with the Retail Center at Anserra and I-10 for 18,621 gallons per day.

Upon motion by Director Salley, seconded by Director VanDyk, and after full discussion, the Board voted unanimously to approve the Utility Capacity Commitment Letter to SM Design and Consulting, LLC in connection with the Retail Center at Anserra and I-10 for 18,621 gallons per day.

Consider adoption of Amended Rate Order

It was the consensus of the Board to defer such matter at this time.

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

[SIGNATURE PAGE FOLLOWS]

PASSED, APPROVED AND ADOPTED this 6th day of June, 2024.


Secretary, Board of Directors

(SEAL)

