

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

April 3, 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, April 3, 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 Salley and Hall, thus constituting a quorum. Director Hall entered the meeting in progress.

Also participating in the meeting were Jim Grover of Ventana Development Katy, Ltd. (“Ventana”); Mary Ann Mihills of Municipal Accounts & Consulting, L.P. (“MAC”), bookkeeper for the District; Lyndsay Evans, Duncan Flintoff, 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; Jenna Craig of Touchstone District Services (“Touchstone”); Joseph Hopper of Storm Water Solutions (“SWS”); Josh Wailes of Mike Stone Associates; Andrew Faubion of Terry’s Landscape, LLC; Murali Rajam, resident of the District and member of the

Trails of Katy Homeowner’s Association (“Trails of Katy HOA”); 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 11:37 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.

At this time, Director Hall entered the meeting.

**APPROVE MINUTES OF MEETINGS HELD FEBRUARY 6, FEBRUARY 25, AND MARCH 6, 2025**  
**TAX ASSESSOR/COLLECTOR’S REPORT**  
**BOOKKEEPER’S REPORT**  
**WATERLOGIC REPORT**  
**REPORT FROM TOUCHSTONE DISTRICT SERVICES**

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

- a. approve the minutes of the meetings held February 6, February 25, and March 6, 2025;
- b. approve the Tax Assessor/Collector’s Report for the month of March, noting that approximately 97.38% of the 2024 taxes have been collected;
- c. approve the Bookkeeper’s Report, including payment of bills; and
- d. approve the report submitted by Touchstone;

Director VanDyk abstained from voting on payment of Check No. 3971 made payable to Touchstone.

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

**HEAR REPORT FROM HOA**

The Board recognized Mr. Rajam, who stated that the Trails of Katy HOA received the Lease Agreement between the District and Trails of Katy HOA and such Agreement is being reviewed.

The Board noted that no action was required.

### **HEAR DEVELOPER'S REPORT**

Mr. Grover stated that he had no updates for the Board at this time.

The Board noted that no action was required.

### **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 stated that the Remote Water Well Generator Addition project will require redesign, due to difficulty finding a generator that can serve the existing system.

Ms. Evans then submitted to the Board the following for approval:

- 1) Pay Estimate No. 12 in the amount of \$57,255.31, Pay Estimate No. 13 & Final in the amount of \$83,195.06, and Change Order No. 3 in the amount of \$63,000.00 from Gael, Inc. for construction of Katy Townhomes Lift Station;
- 2) Pay Estimate No. 6 in the amount of \$451,485.00 from Pioneer Construction Services, LLC for construction of Wastewater Treatment Expansion to 0.3 MGD; and
- 3) Pay Estimate No. 3 in the amount of \$37,800.00 and Change Order No. 1 for \$5,098.50 and 14 calendar days from C3 Constructors, LLC for construction of Water Plant No. 1 – Booster Pump Addition.

Upon motion by Director VanDyk, seconded by Director Moses, and after full discussion, the Board voted unanimously to approve the Engineer's Report, Pay Estimates, and Change Orders as submitted.

The Board then recognized Mr. Flintoff, who presented to the Board a proposal for creation of a Geographic Information System ("GIS") of the District's water, sanitary sewer, and drainage system, which will be accessible GIS via an online web map and a mobile application. A copy of such proposal is attached

hereto. He stated that the creation of the GIS will cost \$61,000.00, and that online hosting will cost \$500.00 per month once the GIS is online upon completion of Phase 1.

Upon motion by Director VanDyk, seconded by Director Hall, and after full discussion, the Board voted unanimously to approve the proposal for creation and online hosting of the GIS as submitted.

At this time, Mr. Rajam 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, 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.

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.

### **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 stated that a resident has planted trees and installed mulch on District property, and inquired about how to address the same. Ms. Evans noted that the trees are planted above a water line that transports water to and from the District's well.

Upon motion by Director VanDyk, seconded by Director Moses, and after full discussion, the Board voted unanimously to authorize Mr. Wailes to contact and inform the resident that trees will need to be removed but can be relocated elsewhere.

Director VanDyk requested that Terry's (1) relocate a "No Unauthorized Motorized Vehicles" sign closer to the adjacent trail and reorient the sign to face such trail, and (2) begin mowing the area of grass between the walking trail and Kingsland Boulevard.

The Board noted that no further action was required.

### **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 provided examples of signage for the Board's consideration and discussion ensued regarding the same.

Mr. Wailes then submitted to the Board a proposal for installation of five (5) "No Unauthorized Motor Vehicles" signs in the amount of \$431.25.

Upon motion by Director VanDyk, seconded by Director Breaux, and after full discussion, the Board voted unanimously to approve the proposal for installation of five (5) "No Unauthorized Motor Vehicles" signs in the amount of \$431.25.

### **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 attached hereto.

Mr. LaRue stated that SK Law received an inquiry from the Community Association Manager for The Retreat at Kingsland regarding whether the District can address standing water in a swale, and if the Association can install a bench, dog park, and dog waste station in that area. Ms. Evans stated that a dog waste station would not impact the District's facilities, but a bench could not be installed due to the presence of concrete pavers.

The Board noted that no action was required.

### **HEAR REPORT FROM FINANCIAL ADVISOR**

#### **Adopt Application for Approval by Texas Commission on Environmental Quality of Project and Issuance of Bonds and Order authorizing same**

The Board recognized Mr. Day, who discussed with the Board the issuance of approximately \$12,500,000 in bonds in 2025. He reviewed a cash flow analysis in connection with the same, a copy of which is attached hereto. He noted that a summary of costs in connection with the bond application has not been finalized.

The Board noted that no action was required.

**HEAR ATTORNEY’S REPORT**

**Discuss annexation of property**

The Board noted that no action was required.

**Adopt amended Rate Order**

The Board recognized Ms. Evans, who presented to and reviewed with the Board a water rate analysis. The Board discussed the options presented in the analysis. Director VanDyk requested an updated analysis that includes usage of 5,001-10,000 gallons within the same tier instead of 5,001-7,000 gallons.

The Board deferred action on this item until its next regular meeting.

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

**[SIGNATURE PAGE FOLLOWS]**

PASSED, APPROVED AND ADOPTED this 1<sup>st</sup> day of May, 2025.

  
Secretary, Board of Directors

(SEAL)

