

MINUTES OF THE MEETING OF BOARD OF DIRECTORS
AUGUST 8, 2025

STATE OF TEXAS
COUNTY OF HARRIS
WESTON MUNICIPAL UTILITY DISTRICT

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The Board of Directors (the "*Board*") of Weston Municipal Utility District (the "*District*") convened in regular session, open to the public, on August 8, 2025 at 10:45 a.m. at Grotto Ristorante, 4715 Westheimer Road, Houston, Texas 77027. A roll call was taken of the persons present:

Timothy J. Connolly, President
Bruce Anderson, Vice President
Breah Campbell, Secretary
Kim Sachtleben, Assistant Secretary
Joe Rozelle, Director

All members of the Board were present, thus constituting a quorum. Also attending all or parts of the meeting were Deputy Jassmine Huff of the Harris County Sheriff's Office, security for the District; Mr. Lee Crenshaw of Municipal District Services ("MDS"), operator for the District; Ms. Vicki Busboom of VLB Bookkeeping Services, bookkeeper for the District; Ms. Melanie Garrett of Assessments of the Southwest ("ASW"), tax assessor and collector for the District; Ms. Hannah Wehlmann of IDS Engineering Group, Inc. ("IDS"), engineer for the District; Mr. Chip Patronella of Champions Hydro-Lawn; Mr. Dimitri Millas, Ms. Leslie Bacon, and Ms. Madeline Lopez of Norton Rose Fulbright US LLP ("NRF"), attorneys for the District; and Mr. Simon VanDyk of Touchstone District Services.

The meeting was called to order and, in accordance with the notice posted pursuant to law, copies of the certificates of such posting are attached hereto as *Exhibit A*. The following business was transacted:

Call to Order. The President called the meeting to order. He stated that a physical meeting location has been made open to the public. The President then set out guidelines for the conduct of the meeting. He then proceeded with the meeting business.

1. Public Comments. There were no public comments.

2. Approve minutes of the minutes of the regular meeting of July 11, 2025. The Board considered the proposed minutes of the regular meeting of July 11, 2025, previously distributed to the Board. Upon motion by Director Connolly, seconded by Director Anderson, after full discussion and the question being put to the Board, the Board voted unanimously to approve the minutes of the regular meeting of July 11, 2025, as presented.

3. Discuss Security with Harris County Sheriff's Office. The President recognized Deputy Huff, who presented to and reviewed with the Board the Security Report for July 2025, a copy of which is attached hereto as *Exhibit B*. She reviewed the major incidents for the period.

4. Renew Law Enforcement Agreement. The Board reviewed the Interlocal Agreement for Law Enforcement Services, a copy of which is attached hereto as *Exhibit C*. Discussion ensued. Ms. Bacon noted that this is a \$480 total increase. Upon motion by Director

Connolly, seconded by Director Sachtleben, after full discussion and the question being put to the Board, the Board voted unanimously to approve the Interlocal Agreement for Law Enforcement Services.

5. Discuss and consider potential bond election, Touchstone District Services proposal, and take any necessary action. Mr. VanDyk presented to and reviewed with the Board the revised Touchstone District Services Consulting Agreement and proposals for Website & Compliance Maintenance and Election Education Support, a copy of which is attached hereto as *Exhibit D*. He discussed that website compliance is included in Touchstone's \$250 fee. Mr. VanDyk reviewed the service costs for the Election Education Support on web hosting services. He further discussed third party costs for printing and postage for any potential mailers, which will be brought before the Board for review. Mr. VanDyk discussed provision pertaining to obtaining election officials. Ms. Bacon noted that Touchstone's fees are outlined in Exhibit "B" of the Consulting Agreement, and the District may terminate the agreement upon thirty days' written notice to Touchstone. Discussion ensued regarding ownership of work produced upon completion and Touchstone's services included in Touchstone's \$250 fee.

Upon inquiry by Director Connolly, Mr. VanDyk discussed presenting additional services pertaining to election efforts for the Board's approval. Mr. VanDyk recommended organizing an election/communications committee coordinate with Touchstone.

Upon inquiry by Director Rozelle, Ms. Bacon clarified that the term of Touchstone's proposal for Election Education Support will begin September 2025 through May 2026.

Upon inquiry by Director Campbell, Mr. VanDyk stated that the engagement fee will be billed first in September.

Mr. VanDyk discussed preparing a website mock-up for the communications committee to review and having the website finalized for the September Board meeting. Director Campbell requested for the website mock-up to be completed by August 29th, to send a link to the website to Director Anderson and herself, and to allow one week for comments.

Upon motion by Director Anderson, seconded by Director Connolly, after full discussion and the question being put to the Board, the Board voted unanimously to approve Touchstone's Consulting Agreement and proposals for Website & Compliance Maintenance and Election Education Support.

Upon motion by Director Campbell, seconded by Director Sachtleben, after full discussion and the question being put to the Board, the Board voted unanimously to authorize legal to send Notice of Termination of Agreement to Infinity Services.

6. Engagement Agreement for Auditor. This item was tabled until next meeting to review auditors' proposals.

7. Tax Assessor and Collector's Report. The President recognized Ms. Garrett, who presented to and reviewed with the Board the Tax Assessor and Collector's Report for July 2025, a copy of which is attached hereto as *Exhibit E*. Ms. Garrett stated that the District collected 97.72% of its 2024 taxes as of July 31, 2025.

Ms. Garrett reviewed the tax rate and value report. She presented check nos. 2124 through 2137 to the Board for approval.

Upon motion by Director Connolly, seconded by Director Campbell, after full discussion and the question being put to the Board, the Board voted unanimously to approve the Tax Assessor and Collector's Report and authorize payment of check nos. 2124 through 2137 from the Tax Account to the persons, in the amounts, and for the purposes described in the Tax Assessor and Collector's Report.

8. Bookkeeper's Report, including approval of Investment Report and payment of bills. The President recognized Ms. Busboom, who presented to and reviewed with the Board the Bookkeeper's Report dated August 8, 2025, and the Investment Report as of June 30, 2025, copies of which are attached hereto as *Exhibit F*.

Ms. Busboom presented check nos. 13606 through 13641 from the General Operating Fund for the Board's approval.

Ms. Busboom reviewed the Investment Report for the month of June 2025.

Ms. Busboom reviewed the Profit & Loss Budget Performance for fiscal year ending September 30, 2025. She reviewed the proposed amended budget for fiscal year ending September 30, 2025. It was the consensus of the Board to not amend the budget at this time.

Upon motion by Director Anderson, seconded by Director Sachtleben, after full discussion and the question being put to the Board, the Board voted unanimously to approve the Bookkeeper's Report, Investment Report, and authorize the payment of the checks identified therein.

9. Review Investment Policy and accept related party disclosures. Mr. Millas presented to and reviewed with the Board the Investment Policy, a copy of which is attached hereto as *Exhibit G*. He stated there are no suggestions for revisions to the Investment Policy. Upon motion by Director Connolly, seconded by Director Sachtleben, after full discussion and the question being put to the Board, the Board voted unanimously to approve the Investment Policy in its current form.

10. Operations Report and authorize termination of service to delinquent accounts. The President recognized Mr. Crenshaw, who presented to and reviewed with the Board the Operations Report, a copy of which is attached hereto as *Exhibit H*.

Mr. Crenshaw reported 73 accounts on the monthly delinquent list for termination, and five uncollectible accounts to be written off.

Mr. Crenshaw presented the NTS estimate of \$14,446 to replace digester blower #1 at the Wastewater Treatment Plant.

Mr. Crenshaw reported on the Castlewood West Interconnect. He stated that MDS had a site meeting with Castlewood MUD and confirmed repairs. He stated that MDS notified Castlewood MUD's operator of the smart meter installation and requested contribution for one-half of the meter cost. He further discussed notifying Castlewood MUD's operator that a valve needs to be added.

Mr. Crenshaw reviewed the special report on the Wastewater Treatment Plant. He reported that samples were collected to determine cause of dead fish in the receiving pond. He stated that the results were inconclusive, and the pond edge was cleaned on July 28th. Mr. Crenshaw state that additional samples were collected this week for oil contaminants, and MDS

will continue to monitor the receiving pond. Director Connolly requested if Ms. Hollingsworth could send a follow-up email to the Board regarding the results of the samples collected.

Mr. Crenshaw reported on the repair and maintenance items for July 2025.

Mr. Crenshaw reviewed the District's water accountability of 96%.

Upon motion by Director Connolly, seconded by Director Rozelle, after full discussion and the question being put to the Board, the Board voted unanimously to: (1) approve the Operations Report; (2) authorize termination of services to delinquent accounts and write-off of uncollectible accounts; and (3) approve the NTS estimate of \$14,446 to replace digester blower #1 at the Wastewater Treatment Plant.

11. Maintenance Report on detention ponds. The President recognized Mr. Patronella, who presented to and reviewed with the Board the District's detention and drainage report, a copy of which is attached hereto as *Exhibit I*. He reviewed the photos from the report and services completed.

12. Engineer's Report, including authorization of utility commitment letters, payment of pay estimates and approval of change orders, and such other related matters. The President recognized Ms. Wehlmann, who presented to and reviewed with the Board the Engineer's Report, a copy of which is attached hereto as *Exhibit J*.

Ms. Wehlmann reported that IDS sent an updated Opinion of Probable Cost to the financial advisor for the Parkspring Feasibility Study. The financial advisor will report further on this next month. If the Board does move forward on the annexation of the Parkspring development, IDS will update the bond election report for the May 2026 Bond Election.

Ms. Wehlmann reported that IDS continues to receive video submittals on the East Side Sanitary Sewer CCTV project.

Ms. Wehlmann reported that IDS is working to resubmit plans to agencies pertaining to the Chloramines Conversion and West Water Plant Improvement.

Ms. Wehlmann reported that IDS received an updated timeline from West Harris County Regional Water Authority ("WHCRWA") for delivery of surface water. She reviewed WHCRWA letter and noted that the District will begin receiving surface water in the last quarter of 2027/first quarter of 2028.

Ms. Wehlmann reported that IDS received plans for Palace Inn, and they are reviewing the plans.

Ms. Bacon presented the Consent to Encroach, a copy of which is attached hereto as *Exhibit K*, for the Medical Office Building developer to encroach the District's waterline easement.

Upon motion by Director Connolly, seconded by Director Rozelle, after full discussion and the question being put to the Board, the Board voted unanimously to approve the Engineer's Report and approve the Consent to Encroach.

13. Consent to Waterline Encroachment. This item was approved during the Engineer's Report.

14. Review and approve Resolution Changing Regular Meeting Time. Ms. Bacon presented to and reviewed the Resolution Changing Regular Meeting Time, a copy of which is attached hereto as *Exhibit L*. She noted that the Board may change the regular meeting time to 11:00 a.m.

Upon motion by Director Campbell, seconded by Director Sachtleben, after full discussion and the question being put to the Board, the Board voted unanimously to approve the Resolution Changing Regular Meeting Time to 11:00 a.m.

15. Discuss District website and take any necessary action. There was nothing further to discuss at this time.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD, the meeting was adjourned.

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The foregoing minutes were passed and approved by the Board of Directors on September 12, 2025.



President, Board of Directors

ATTEST:



Secretary, Board of Directors