

**MINUTES OF REGULAR MEETING OF
FORT BEND COUNTY MUNICIPAL UTILITY DISTRICT NO. 25,
OF FORT BEND COUNTY, TEXAS**

May 15, 2025

The Board of Directors (the "Board") of Fort Bend County Municipal Utility District No. 25, of Fort Bend County, Texas (the "District"), met in regular session, open to the public, on the 15th day of May, 2025, at a regular meeting place thereof, and the roll was called of the duly constituted officers and members of the Board, to-wit:

Jeffery Williams	President
Syed Wasim	Vice President
Mustafa Asif	Assistant Vice President
Brian Addicks	Secretary/Investment Officer
Jabirul Quadir	Assistant Secretary

and all of said persons were present for all or a portion of the meeting, thus constituting a quorum.

Also present during all or a portion of the meeting were: Leonela Ruvalcaba, Executive General Manager; Dominique Reddick, Director of Financial Services; Jose Cabrera, Project Manager/Regulatory Compliance; David Nguyen, Director of Information Technology; Terrie Sechrist with Sechrist·Duckers LLP, attorney for the District; Greg Lentz with Masterson Advisors, financial advisors for the District; Hector Pena with Ardurra Group Inc. ("Ardurra"), engineer for the District; David Patterson with Assessments of the Southwest ("ASW"), tax assessor/collector for the District; and Deputy Jeff Martinez with the Fort Bend County Sheriff's Office.

MINUTES

The Board first considered approval of the minutes of its regular meeting held on April 24, 2025. After discussion, Director Williams made a motion to approve the minutes of the April 24, 2025, Board meeting, as presented. Director Wasim seconded the motion and it carried unanimously.

PUBLIC COMMENTS

No comments were received from members of the Public.

DEVELOPER'S REPORT

Mr. Pena next reported that Ardurra is preparing a feasibility study for the possible annexation of a 10.76 tract of land on Old Richmond Road.

FINANCIAL ADVISOR'S REPORT

Mr. Lentz next presented the Financial Advisor's Report.

A. Receive and act upon bids and proposals for the purchase of the District's Series 2025 Unlimited Tax Bonds (the "Series 2025 Bonds")

Mr. Lentz announced that the District received seven (7) bids for the purchase of the Series 2025 Bonds. He informed the Board that the bid submitted by The Baker Group LP, of 4.295956% resulted in the lowest net effective interest rate to the District. He then reported that Build America Mutual Assurance Company ("**BAM**") has agreed to issue a financial guaranty insurance policy for the Series 2025 Bonds and that The Baker Group LP will pay the insurance premium. He also informed the Board that Moody's Investors Service has assigned an underlying credit rating of A2 to the District. After discussion, Director Williams moved that the Board award the sale of the Series 2025 Bonds to The Baker Group LP at a net effective interest rate of 4.295956%. The motion was seconded by Director Quadir and unanimously approved.

B. Consider and act upon the adoption of resolution authorizing the issuance, sale and delivery of the District's Series 2025 Bonds

Ms. Sechrist next presented a resolution authorizing the issuance, sale and delivery of the Series 2025 Bonds (the "**2025 Bond Resolution**"). After discussion, Director Williams moved that the Board adopt the 2025 Bond Resolution. The motion was seconded by Director Quadir and carried unanimously.

C. Consider and act upon approving and authorizing distribution of a Final Official Statement in connection with the District's Series 2025 Bonds

The Board next discussed approving and authorizing the distribution of a Final Official Statement relating to the sale of the Series 2025 Bonds. After discussion, Director Williams made a motion to approve and authorize the distribution of the Final Official Statement relating to the sale of the Series 2025 Bonds. The motion was seconded by Director Quadir and carried unanimously.

D. Consider approval and execution of a Paying Agent/Registrar Agreement by and between the District and Zions Bancorporation, National Association dba Amegy Bank ("Amegy Bank") in connection with the District's Series 2025 Bonds

The Board next considered approving and executing a Paying Agent/Registrar Agreement between the District and Amegy Bank in connection with the Series 2025 Bonds. After discussion, Director Asif made a motion that the Paying Agent/Registrar Agreement with Amegy Bank be approved and executed. Director Williams seconded the motion, which carried by a vote of 3 to 0, with Director Wasim abstaining.

E. Consider and act upon any other matters concerning the District's Series 2025 Bonds

Ms. Sechrist next discussed the various closing documents that will need to be executed in connection with the issuance of the Series 2025 Bonds and other actions required in connection therewith. After discussion, Director Williams moved that the Board authorize the Directors, the District's attorney, the District's financial advisor, and the District's employees to prepare and/or execute various closing documents in connection with the issuance of the Series 2025 Bonds and to take any other action required in connection therewith. Director Quadir seconded the motion, which carried unanimously.

TAX ASSESSOR/COLLECTOR'S REPORT

Mr. Patterson then presented the Tax Assessor/Collector's Report for April 2025 (the "Tax Report"), a copy of which is attached hereto as **Exhibit "A"**. He reported that 96.44% of the District's 2024 taxes and 99.49% of the District's 2023 taxes had been collected as of April 30, 2025.

Mr. Patterson then presented the Third Amendment to Agreement for Tax Collection Services (the "ASW Contract Amendment"). He informed that Board that ASW has not increased its fees since 2013.

After discussion, Director Wasim made a motion to (i) accept the Tax Report and authorize payment of all disbursements listed thereon or otherwise presented at the meeting; and (ii) accept the ASW Contract Amendment. Director Williams seconded the motion, and it carried unanimously.

DELINQUENT TAX ATTORNEY'S REPORT

Ms. Ruvalcaba next presented the Delinquent Tax Attorney's Report (the "Delinquent Tax Attorney's Report") prepared by Larson & Weisinger, a copy of which is attached hereto as **Exhibit "B"**. She reported that no Board action was required under this agenda item.

ENGINEER'S REPORT

Mr. Pena next presented the Engineer's Report prepared by Ardurra (the "Engineer's Report"), a copy of which is attached hereto as **Exhibit "C"**. He then discussed the Fort Bend Subsidence District Reuse Credit Program.

A. Permit Amendments and renewals

Mr. Pena stated that he had no information to report on this agenda item.

B. Capacity analysis

Mr. Pena stated that he had no information to report on this agenda item.

C. Authorize and/or approve Bond application reports

Mr. Pena stated that he had no information to report on this agenda item.

D. Construction of non-capital projects

Mr. Pena stated that he had no information to report on this agenda item.

E. Coordination of projects with Project Management Engineer

Mr. Pena stated that he had no information to report on this agenda item.

F. Developer projects, new development, and requests for service

Mr. Pena stated that he had no information to report on this agenda item.

G. Authorize and/or concur with the design, advertisement for bids and/or award of contracts for the construction of water, sanitary sewer and drainage or other facilities within the District

Mr. Pena stated that he had no information to report on this agenda item.

H. Approve and/or concur in the approval of pay estimates and change orders on current construction projects within the District

Mr. Pena then presented Pay Application No. 8 submitted by The Brandt Company (“Brandt”) in the amount of \$6,878.70 to install a breaker for an air compressor and a new transformer at the electrical equipment replacement project at Water Plant No. 3 (the “Water Plant No. 3 Electrical Equipment Replacement Project”). He informed the Board that Ardurra recommends approval of this Pay Application.

Mr. Pena then presented Pay Application No. 11 and Final from Gilleland Smith Construction, Inc. (“Gilleland”), in the amount of \$59,700.00 for the new hydropneumatic tank at Water Plant No. 3 (the “Hydro Tank Project”). He informed the Board that Ardurra recommends approval of this Pay Application.

Mr. Pena then presented Pay Application No. 12 submitted by Industrial TX Corp. (“Industrial”) in the amount of \$423,225.00 for the second phase of the rehabilitation of water waste treatment plant nos. 1 and 2 (the “WWTP Nos. 1 and 2 Phase 2 Rehabilitation Project”). He informed the Board that Ardurra recommends approval of this Pay Estimate.

Mr. Pena next presented Change Order No. 4 submitted by Industrial in connection with the WWTP Nos. 1 and 2 Phase 2 Rehabilitation Project in the amount of \$6,150.00. He informed the Board that Ardurra recommends approval of this Change Order.

Mr. Pena next presented Pay Application No. 2 for Work Order No. 5 submitted by Duran's Maintenance in the amount of \$4,293.00 for the sanitary sewer manhole and sidewalk repair project (the "Manhole Rehabilitation Project") in the Pheasant Creek subdivision. He stated that Ardurra recommends approval of this Pay Application.

Mr. Pena next presented Pay Application No. 1 for Work Order No. 6 submitted by Duran's Maintenance in the amount of \$55,770.00 for the sanitary sewer manhole and sidewalk repair project (the "Manhole Rehabilitation Project") in the Old Orchard subdivision. He stated that Ardurra recommends approval of this Pay Application.

I. Grant or accept site and/or easement conveyances for facilities constructed or to be constructed for or on behalf of the District.

Mr. Pena stated that he had no information to report on this agenda item.

J. Grant or consent to easements over District property

Mr. Pena stated that he had no information to report on this agenda item.

K. Review status of the developments within the District

Mr. Pena stated that he had no information to report on this agenda item.

L. Review summary of pending projects, including the status thereof

Mr. Pena stated that he had no information to report on this agenda item.

M. Procedures planned for remediation and recovery

Mr. Pena stated that he had no information to report on this agenda item.

N. Evaluation planned to determine status of storm drainage systems

Mr. Pena stated that he had no information to report on this agenda item.

O. Reimbursement and payment options

Mr. Pena stated that he had no information to report under this agenda item.

After discussion, Director Quadir made a motion to:

- (i) accept the Engineer's Report;
- (ii) approve Pay Application No. 8 submitted by Brandt in the amount of \$6,878.70 for the Water Plant No. 3 Electrical Equipment Replacement Project;

- (iii) approve Pay Application No. 11 submitted by Gilleland in the amount of \$59,700.00 for the Hydro Tank Project;
- (iv) approve Pay Application No. 12 from Industrial in the amount of \$423,225.00 for the WWTP Nos. 1 and 2 Phase 2 Rehabilitation Project;
- (v) approve Change Order No. 4 from Industrial in the amount of \$6,150.00 for the WWTP Nos. 1 and 2 Phase 2 Rehabilitation Project;
- (vi) approve Pay Application No. 2 for Work Order No. 5 submitted by Duran's Maintenance in the amount of \$4,293.00 for the Manhole Rehabilitation Project; and
- (vii) approve Pay Application No. 1 for Work Order No. 6 submitted by Duran's Maintenance in the amount of \$55,770.00 for the Manhole Rehabilitation Project.

The motion was seconded by Director Wasim and carried unanimously.

ATTORNEY'S REPORT

- A. **Consider requests for annexation of land into the District and authorize all appropriate action, including acceptance of annexation petitions from landowners, execution of petitions to the City of Houston for consent to annexation, adoption of Order(s) Adding Land into the District and approval of Amendment to District Information Form**

Ms. Sechrist stated that she had no information to report on this agenda item.

- B. **Approval of utility commitment letters**

Ms. Sechrist stated that she had no information to report on this agenda item.

- C. **Approval of developer reimbursement agreements**

Ms. Sechrist stated that she had no information to report on this agenda item.

- D. **Approval of resolutions to the Texas Commission on Environmental Quality regarding the release of escrowed funds, the use of surplus funds or a change in use of funds**

Ms. Sechrist stated that she had no information to report on this agenda item.

- E. **Approval of the audit of reimbursements to be made to a developer from the proceeds of the sale of the District's Bonds**

Ms. Sechrist stated that she had no information to report on this agenda item.

- F. **Adopt amendments to the District's Rate Order**

Ms. Sechrist stated that she had no information to report on this agenda item.

After discussion, a motion was made by Director Asif to accept the Attorney's Report. The motion was seconded by Director Williams and carried by unanimous vote.

GENERAL MANAGER'S REPORT

A. Operations and Projects Reports, including:

- (i) **Overall Field Operations Report;**
- (ii) **Illegal Hookups and/or violations of the District's Rate Order;**
- (iii) **Construction, Engineering, and project updates;**
- (iv) **Other Operations issues;**
- (v) **General Operations issues;**
- (vi) **General construction issues;**
- (vii) **Detention and outfall updates;**
- (viii) **QLIP items; and**
- (ix) **Review the Consumer Confidence Report and authorize distribution of same.**

Mr. Cabrera next presented the monthly Field Operations Report, the Construction and Projects Summary Report, and the Building and Maintenance Report, copies of which are attached hereto as **Exhibit "D"**. He reported that water accountability in the District was 95% for April 2025.

Ms. Ruvalcaba next distributed to the Board a copy of the current Consumer Confidence Report that has been placed on the District's website prior to the July 1, 2025, deadline.

B. Building Maintenance and Landscaping/Grounds Maintenance Items, including:

- (i) **General building items; and**
- (ii) **General landscape and grounds items.**

Mr. Cabrera stated that the Water Well No. 3 electrical room upgrade has been completed.

After discussion, a motion was made by Director Wasim to accept the Field Operations report, the Construction and Projects Summary Report, and the Building and Maintenance Report. The motion was seconded by Director Quadir and carried by unanimous vote.

C. Billing & Collections Report, including:

- (i) **Conduct hearing and authorize termination of water service to delinquent accounts;**
- (ii) **Review of customer communications regarding billing issues;**
- (iii) **Consider Rate Order issues; and**
- (iv) **Consider other actions or issues associated with billing.**

Ms. Ruvalcaba next presented the Billings and Collection Report. She reported that no disconnections were made during the recent period of cold weather. The Board then conducted a hearing regarding water and sewer service terminations. Ms. Ruvalcaba informed the Board that the customers on the list attached hereto as part of **Exhibit "E"** (the "**Termination List**") were delinquent in the payment of their utility bills and were given written notification at least seven (7) days prior to the meeting of the opportunity to appear before the Board to explain, contest, or correct their utility service bills and to show reason why utility service should not be terminated for reason of nonpayment.

After further discussion, a motion was made by Director Wasim to terminate water service to those accounts on the Termination List that have not been paid in accordance with the District's Rate Order or an approved payment plan. Director Williams seconded the motion, which carried unanimously.

D. Information Technology Report and other information to include:

- (i) **Fixed Network Update (meter reads and analytics); and**
- (ii) **Other Information Technology related items.**

Mr. Nguyen stated that he had no information to report under these agenda items.

E. Financial Services Report, including:

- (i) **Approve the District Bookkeeper's Report, the Investment Report and other Financial Reports and payment of bills.**

Mr. Reddick then presented the bookkeeper's report, a list of bills presented for payment, a summary of the District's budget and expenditures, and an investment report prepared in accordance with the Public Funds Investment Act (collectively, the "**Bookkeeper's Report**"), a copy of which is attached hereto as **Exhibit "F"**. He informed the Board that a proposed budget for the District's 2025-2026 fiscal year would be presented at next month's Board meeting. He also informed the Board that the signature cards for Fayetteville Bank and Industry State Bank will be amended to add him and remove Mary Hayes.

After discussion, a motion was made by Director Wasim to (i) accept the Bookkeeper's Report, and (ii) authorize the payment of all disbursements listed thereon or otherwise presented at the meeting. The motion was seconded by Director Addicks and carried by unanimous vote.

F. Human Resources, Operations Group Goals, Policies and General Policy matters, including:

- (i) Update, review, and approve, if appropriate, Policy Manuals, SOPs, etc.; and
- (ii) Any other matters deemed appropriate and related to overall Administrative items, Human Resources, etc.

Ms. Ruvalcaba stated that she had no information to report under these agenda items.

G. Risk Management Policies, Regulatory Compliance Matters, Standard Operations Procedures (SOPs), Red Flag Policies, Safety Reports, Group Goals, and other related administrative items, including:

- (i) Approve SOPs presented;
- (ii) Approve any policy changes and/or amendments;
- (iii) Ongoing training items;
- (iv) Community Projects and Communication; and
- (v) Risk Management items.

Ms. Ruvalcaba stated that she had no information to report under these agenda items.

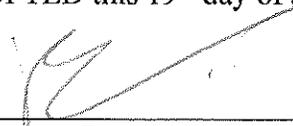
H. Executive Management Reports to include Financial/Budget, Group Goals, Strategic, Legal, Engineering, Project, and Future Strategic Planning updates, including:

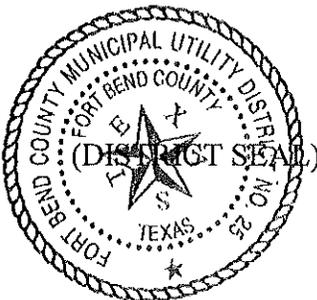
- (i) General legal items;
- (ii) General engineering items;
- (iii) General project items; and
- (iv) Future/Strategic Planning Issues (overall); and
- (v) Consider hiring a security company for the District.

Ms. Ruvalcaba stated that she had no information to report under these agenda items.

After discussion, a motion was made by Director Williams to adjourn the meeting. The motion was seconded by Director Wasim and carried unanimously.

PASSED, APPROVED, and ADOPTED this 19th day of June, 2025.

Asst. 
Secretary, Board of Directors



LIST OF ATTACHMENTS

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https://sdlawfirms.sharepoint.com/sites/S-D_Data/Sechrist/Sechrist_Shared/FB25/Minutes/2025/FB25 Minutes 05.15.25.docx