

MINUTES  
FORT BEND COUNTY MUNICIPAL UTILITY DISTRICT NO. 5

May 22, 2025

The Board of Directors (the "Board") of Fort Bend County Municipal Utility District No. 5 (the "District") met in regular session, open to the public, on the 22nd day of May, 2025, at the offices of Allen Boone Humphries Robinson LLP, 3200 Southwest Freeway, Suite 2400, Houston, Texas, outside the boundaries of the District, and the roll was called of the members of the Board:

Nancy E. Hedrick	President
John Metzger	Vice President
Bobby J. Adams	Secretary
LaToya Phillips	Assistant Vice President
Carol Walker	Assistant Secretary

and all of the above were present, except Director Phillips, thus constituting a quorum.

Also attending the meeting were Kristy Hebert of Tax Tech, Inc.; David Smalling of Robert W. Baird & Co. Incorporated ("Baird"); Sarah Valladeres of Stormwater Solutions, LLC ("SWS"); Brandon West, Justin Waggoner, and Simon Van Dyk of Touchstone District Services ("Touchstone"); Greg Dubiel of Municipal Operations & Consulting, Inc. ("MOC"); Veronica Hernandez of McLennan & Associates, L.P.; Angel Ruvalcaba of KGA/DeForest LLC; Enrique Sanchez and Jacob Larson of R. G. Miller Engineers, Inc. ("RGM"); Justin Wagner of Woodmere Development Co., Ltd. ("Woodmere"); and Greer Pagan, Savannah Melton, and Holly Huston of Allen Boone Humphries Robinson LLP.

PUBLIC COMMENT

The Board offered any members of the public attending the meeting the opportunity to make public comment. There being no additional members of the public requesting to make public comment, the Board moved to the next agenda item.

SECURITY MATTERS

The Board reviewed a copy of the security report, a copy of which is attached.

MINUTES

The Board considered approving the minutes of April 24, 2025, regular meeting. After review and discussion, Director Metzger moved to approve the minutes. Director Hedrick seconded the motion, which passed unanimously.

## FINANCIAL AND BOOKKEEPING MATTERS

Ms. Hernandez presented the bookkeeper's report and invoices for the Board's review. A copy of the bookkeeper's report, including a list of checks presented for approval, is attached. She requested Board approval of additional check no. 2243 payable to Texas Mutual in the amount of \$400.00. Following review and discussion, Director Adams moved to approve the bookkeeper's report, and payment of the invoices, including the additional check as presented. Director Metzger seconded the motion, which was approved by unanimous vote.

## TAX ASSESSMENT AND COLLECTIONS MATTERS

Ms. Hebert presented the tax assessor/collector's reports and invoices for the Board's review. A copy of the tax assessor/collector's reports, including a list of checks presented for approval, is attached. She reported that 98.04% of the 2024 taxes had been collected as of April 30, 2025. After review and discussion, Director Metzger moved to approve the tax assessor/collector's reports and payment of the invoices. Director Hedrick seconded the motion, which passed unanimously.

## ENGINEERING MATTERS

Mr. Sanchez presented the engineer's report, a copy of which is attached.

Mr. Sanchez stated design is underway for the following projects: (1) Briarwood Crossing, Section 19; (2) Briarwood Crossing, Section 20; (3) Briarwood Crossing, Section 21; and (4) Regional Permanent Wastewater Treatment Plant, Phase 1.

Mr. Sanchez updated the Board regarding the construction of Brentwood Farms Offsite FM & Water Line. He stated the project is complete and can be removed from the agenda moving forward.

Mr. Sanchez updated the Board regarding the status of construction of water, sewer, and drainage facilities to serve Briarwood Crossing, Section 13.

Mr. Sanchez updated the Board on the status of construction of water, sewer, and drainage facilities to serve Briarwood Crossing, Section 17. He reviewed and recommended approval of Pay Estimate No. 5 and Final in the amount of \$97,549.03 payable to Principal Services, LTD ("Principal") and final acceptance of the contract.

Mr. Sanchez updated the Board regarding the status of water, sewer, and drainage facilities to serve Briarwood Crossing, Section 18 and Courageous Trail Street Extension, Phase 1.

Mr. Sanchez updated the Board regarding the status of paving facilities to serve Courageous Trail Street Extension, Phase 1.

Mr. Sanchez updated the Board regarding the status of Bond Application No. 14.

Following review and discussion, Director Metzger moved to (1) approve the Engineer's Report as presented; and (2) approve Pay Estimate No. 5 and Final for the construction of water, sewer, and drainage facilities to serve Briarwood Crossing, Section 17 in the amount of \$97,549.03 payable to Principal, and final acceptance of the contract. Director Walker seconded the motion, which passed by unanimous vote.

#### LANDSCAPE ARCHITECT'S REPORT

Mr. Ruvalcaba reviewed the landscape architect's report, a copy of which is attached.

Mr. Ruvalcaba updated the Board regarding the status of design for Briarwood Crossing Courageous Trail Landscape Improvements.

Mr. Ruvalcaba updated the Board regarding the status of design for Briarwood Crossing Phase 2, Section 18.

Mr. Ruvalcaba updated the Board regarding the construction of Briarwood Crossing Phase 2, Section 13 Landscaping Improvements. He reviewed and recommended approval of Pay Application No. 5 in the amount of \$7,650.41 payable to Triple E. Mr. Ruvalcaba then reviewed and recommended approval of the following Change Orders: (1) Change Order No. 3 with no increase to the contract but a 4-day contract extension due to weather; and (2) Change Order No. 4 to increase the contract in the amount of \$3,899.00. The Board concurred the change orders were beneficial to the District.

Mr. Ruvalcaba updated the Board regarding the construction of Briarwood Crossing Phase 2, Section 17 Landscaping Improvements. He reviewed and recommended approval of Pay Application No. 2 in the amount of \$50,316.97 payable to HLU Services.

Mr. Ruvalcaba updated the Board regarding the construction of Briarwood Crossing Phase 2, Section 17 Fencing Improvements. He reviewed and recommended approval of Pay Application No. 4 in the amount of \$10,260.00 payable to American Wall Systems ("AWS").

Following review and discussion, and based upon the landscape architect's recommendation, Director Adams moved to (1) approve the landscape architect's report as presented; (2) approve Pay Application No. 5 in the amount of \$7,650.41 payable to Triple E for the construction of Briarwood Crossing Phase 2, Section 13 Landscaping Improvements; (3) approve the following Change Orders per the landscape architect's recommendation to the contract with Triple E for the construction of Briarwood Crossing Phase 2, Section 13 Landscaping Improvements: (i) Change Order No. 3 with no increase to the contract but a 4-day contract extension due to weather; and (ii)

Change Order No. 4 to increase the contract in the amount of \$3,899.00; (4) approve Pay Application No. 2 in the amount of \$50,316.97 payable to HLU Services for the construction of Briarwood Crossing Phase 2, Section 17 Landscaping Improvements; and (5) approve Pay Application No. 4 in the amount of \$10,260.00 payable to AWS for the construction of Briarwood Crossing Phase 2, Section 17 Fencing Improvements. Metzger seconded the motion, which passed by a unanimous vote.

#### MAINTENANCE OF DETENTION AND AMENITY PONDS

There was no discussion on this agenda item.

#### OPERATION OF DISTRICT FACILITIES

Mr. Dubiel presented the monthly operator's report and reported on repairs and maintenance of the District's facilities. He requested authorization to submit two accounts to collections in the amount of \$301.68. A copy of the operator's report is attached. Following review and discussion, Director Adams moved to (1) approve the operator's report; and (2) authorize submittal of two accounts to collections in the amount of \$301.68. Director Metzger seconded the motion, which was passed by a unanimous vote.

Mr. Dubiel addressed the Board regarding matters pertaining to North Water Lab District Services.

#### TERMINATION OF WATER AND SEWER SERVICE TO DELINQUENT CUSTOMERS

The Board conducted a hearing on termination of utility service. Mr. Dubiel informed the Board that the customers included on the termination list were delinquent in payment of their water and sewer bills and were given written notification, in accordance with the District's Rate Order, prior to this meeting of the opportunity to appear before the Board to explain, contest, or correct their utility service bill and to show reason for nonpayment. After review and discussion, Director Adams moved to terminate utility service to all customers included on the termination list in accordance with the District's Rate Order if their utility bills are not paid because said customers were neither present at the meeting nor had presented any written statement on the matter, and direct that the delinquent customer list be filed appropriately and retained in the District's official records. Director Metzger seconded the motion, which was approved by unanimous vote.

#### APPROVE CONSUMER CONFIDENCE REPORT

Mr. Dubiel presented and reviewed a draft Consumer Confidence Report, a copy of which is attached. Following review and discussion, Director Adams moved to authorize posting of the finalized Consumer Confidence Report on MOC's website and filing of the certificate of mailing with the Texas Commission on Environmental

Quality. Director Metzger seconded the motion, which was approved by unanimous vote.

#### REPORT FROM STORM WATER SOLUTIONS

Ms. Valladares reviewed a report from Storm Water Solutions, a copy of which is attached.

#### TOUCHSTONE DISTRICT SERVICES

Mr. West presented and reviewed a report on the District's website, a copy of which is attached. Discussion ensued regarding the 2025 Bond Elections.

#### DEVELOPER'S REPORT

Mr. Wagner updated the Board on home sales and development in the District.

#### GARBAGE AND RECYCLING MATTERS

There was no discussion on this agenda item.

#### MEETING SCHEDULE

The Board concurred to conduct the next regular meeting on June 26, 2025, at 11:00 a.m.



/s/ Bobby Adams

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Secretary, Board of Directors

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