

SPRING WEST MUNICIPAL UTILITY DISTRICT

Minutes of Meeting of Board of Directors

March 12, 2025

The Board of Directors ("Board") of Spring West Municipal Utility District ("District") met in regular session at 1300 Post Oak Boulevard, Suite 2500, Houston, Harris County, Texas on March 12, 2025, in accordance with the duly posted notice of meeting. The meeting was also held via teleconference pursuant to Texas Government Code Sections 551.125 and 551.127, as amended. The roll was called of the duly constituted officers and members of said Board, as follows:

Beverly F. O'Neal	President
Scott Shelnut	Vice President
Andres Aranzales	Secretary
Jerome A. Patridge	Assistant Secretary

and all of said persons were present, thus constituting a quorum.

Also in attendance were: Justin Ring and Danielle Gonzalez of Odyssey Engineering Group, Inc. ("OEG"); Jorge Diaz of McLennan & Associates, L.P. ("McLennan"); Brenda McLaughlin of Bob Leared Interests, Inc. ("Leared"); Eric Badertscher of Off Cinco, LLC ("Off Cinco"); Glenn Woodson of Storm Maintenance & Monitoring, Inc. ("SM&M"); Josh Board, Chris Hoffman and Donnice Hoffman of H2O Consulting, Inc. ("H2O"); Kristina Gibson of Stream Realty Partners ("Stream"); Karen Sears and David Stuhlmiller of Storm Water Solutions, LLC ("SWS"); Wendy Ramirez, a member of the public; and Abraham Rubinsky, Kendall Dicke and Donjé Chatmon of Schwartz, Page & Harding, L.L.P. ("SPH").

The President called the meeting to order and declared it open for such business as might properly come before the Board.

PUBLIC COMMENTS

The Board began by opening the meeting for public comments. There being no comments from the public, the Board continued with the next item of business.

APPROVAL OF MINUTES

The Board considered approval of the minutes of the Board of Directors regular meeting held on February 12, 2025, and special meeting held on February 26, 2025. After discussion, Director Shelnut moved that the minutes of the meetings held on February 12, 2025, and February 26, 2025, be approved as written. Director O'Neal seconded said motion, which unanimously carried.

BOOKKEEPER'S REPORT

Mr. Diaz presented to and reviewed with the Board the Bookkeeper's Report for the period February 13, 2025, through March 12, 2025, a copy of which is attached hereto as **EXHIBIT A**, including the disbursements presented therein for payment from the District's various accounts. Mr. Diaz next presented and reviewed an Investment Report for the period February 1, 2025, to February 28, 2025, a copy of which is included with the Bookkeeper's Report. Mr. Rubinsky next discussed with the Board check no. 2717 to Inframark that is being held subject to H2O's receipt of all requested documents from Inframark. Mr. Board advised that H2O is in receipt of all District records requested from Inframark and recommended the said check be released to Inframark.

After discussion, Director Shelnutt moved that the Bookkeeper's Report and the disbursements presented for payment therein be approved, and that check no. 2717 to Inframark previously approved by the Board, subject to H2O's report of all District records from Inframark be released in accordance with Mr. Board's recommendation. Director Aranzales seconded said motion, which unanimously carried.

TAX ASSESSOR/COLLECTOR'S REPORT

Ms. McLaughlin presented to and reviewed with the Board the Tax Assessor/Collector's Report for the month ending February 28, 2025, which is attached hereto as **EXHIBIT B**, including the disbursements presented therein for payment from the Tax Account. Ms. McLaughlin also presented to and reviewed with the Board a Single Line Delinquent Tax Report, which is included with the Tax Assessor/Collector's Report, dated March 6, 2025. After discussion, Director Aranzales moved that the Tax Assessor/Collector's Report and the disbursements identified therein be approved for payment from the Tax Account. Director Shelnutt seconded said motion, which unanimously carried.

UNCLAIMED PROPERTY REPORT

The Board next considered authorizing the District's consultants to research unclaimed property and to prepare an Unclaimed Property Report as of March 1, 2025, as and if needed. After discussion, Director Shelnutt moved that the District's Bookkeeper and Tax Assessor-Collector be authorized to research the District's records and prepare Unclaimed Property Reports, as needed, as of March 1, 2025, for filing with the State Comptroller prior to July 1, 2025. Director Aranzales seconded said motion, which unanimously carried.

DELINQUENT TAX REPORT

The Board deferred consideration of a Delinquent Tax Report from Perdue, Brandon, Fielder, Collins & Mott, L.L.P., the District's Delinquent Tax Collections Attorneys, after noting that a report was not due this month. Mr. Rubinsky stated that the next quarterly report will be provided in April.

OPERATIONS REPORT

Mr. Board presented to and reviewed with the Board the Operations Report for the month of February 2025, a copy of which is attached hereto as **EXHIBIT C**. Mr. Board discussed various completed and pending repairs noted therein.

Mr. Board next advised the Board that H2O recommends the installation of a new potable water system with eyewash near the chlorine room at the Wastewater Treatment Plant ("WWTP"). Mr. Board stated that the estimated cost for installation of the eye wash station is approximately \$5,500. Mr. Board then advised the Board of the discovery of a sinkhole adjacent to a sanitary sewer manhole on the WWTP site. He recommended that the Board authorize the repair of the manhole and restoration of the surrounding area impacted by same. Mr. Board advised the Board that the estimated cost of said repair is approximately \$5,500. After discussion, Director Shelnutt moved that the Board authorize H2O to install the new eye-wash station and repair the manhole and resulting sinkhole at the WWTP as recommended by H2O. Director Aranzales seconded said motion, which unanimously carried.

Mr. Board next presented to and reviewed with the Board correspondence received from New Life Christian Reformed Church (the "Church") dated February 20, 2025, concerning its water bill for the period of December 26, 2024 to January 27, 2025, a copy of which is included in **EXHIBIT C**. Mr. Board advised that the Church had a significant leak caused by a water line that ruptured during a hard freeze that occurred the week of January 20, 2025, which they had repaired on January 23, 2025. Mr. Board advised the Board that the Church is requesting an adjustment of the bill, which totaled \$2,163.00 versus their typical bill of approximately \$200.00. After discussion concerning the specific facts and circumstances, Director Shelnutt moved that the Board approve a credit of \$630.00 for the sewer charges in excess of the base monthly charge. Director Aranzales seconded said motion, which unanimously carried.

APPOINTMENT OF DIRECTOR TO FILL VACANCY ON BOARD

The Board considered the appointment of a director to fill the vacancy created by the resignation of Gene Norris from the Board. The Board acknowledged Wendy Ramirez who introduced herself and expressed interest in being appointed to the Board. After discussion, the Board concurred to appoint Ms. Ramirez at its next meeting.

Ms. Ramirez exited the meeting after the above discussion.

RESOLUTION APPROVING SUBMITTAL OF THE WATER SMART APPLICATION

The Board next considered ratifying its prior action relative to the approval of a Resolution Approving Submittal of the Water Smart Application for Inclusion in the Association of Water Board Directors Water Smart Partners Program. Mr. Hoffman advised the Board that, after researching the District's records, it appears that the District does not meet the qualifications necessary to earn the Water Smart Partners designation for 2024. Mr. Rubinsky and Mr. Hoffman

then outlined the steps necessary to become eligible. After further discussion, the Board requested that H2O investigate this matter further and recommend whatever actions must be taken in order for the District to satisfy the requirements to be eligible for the Water Smart Partners Program for 2025.

STORMWATER QUALITY INSPECTION REPORT

Ms. Sears presented to and reviewed with the Board the Storm Water Quality Inspection Reports ("Inspection Reports") prepared by SWS, for March 2025, a copy of which is attached hereto as **EXHIBIT D**. In connection therewith, Mr. Stuhlmiller discussed with the Board a proposal to modify and extend the bar screen at the Spring Plaza Detention Pond necessitated by the removal of the rock dam previously at the base of such bar screen, at an estimated cost of approximately \$4,900. After discussion, the Board agreed to consider the SWS proposal later in the meeting.

DRAINAGE AND DETENTION FACILITIES MAINTENANCE REPORT

The Board next considered the Drainage and Detention Facilities Maintenance Report prepared by SM&M (the "D&D Report") dated March 7, 2025, a copy of which is attached hereto as **EXHIBIT E**. Mr. Woodson then presented to and reviewed with the Board a proposal that included three separate options for repairing the bar screen at the Spring Plaza Detention Pond, a copy of which is included with the D&D Report. After discussion, Director Aranzales moved to approve Option Three in SM&M's proposal, which provided for the addition of a bracket below the existing grate to prevent debris from passing underneath, subject to SWS confirming the proposed repairs are acceptable and compliant with Harris County stormwater quality permitting requirements. The estimated total cost for this repair is approximately \$2,400. Director Patridge seconded said motion, which unanimously carried.

Ms. Sears and Mr. Stuhlmiller exited the meeting at this time.

AMENDED AND RESTATED CONSTRUCTION AND MAINTENANCE AGREEMENT WITH HANNOVER FOREST HOMEOWNERS ASSOCIATION SECTION TWO

The Board deferred consideration of the proposed Amended and Restated Construction and Maintenance Agreement between the District and the Hannover Forest Homeowners Association (the "Hannover Forest HOA") in connection with maintenance by the District of the Hannover Forest, Section Two Detention Pond.

Ms. McLaughlin and Mr. Diaz exited the meeting at this time.

ENGINEER'S REPORT

Ms. Gonzalez presented to and reviewed in detail with the Board a written Engineer's Report dated March 12, 2025, a copy of which is attached hereto as **EXHIBIT F**, relative to the

status of various engineering and construction projects within the District, and discussed the matters contained therein.

Ms. Gonzalez presented and reviewed with the Board a proposal from OEG for the development of a Geographical Information System ("GIS") for the District. Mr. Ring then explained how GIS functions and outlined its benefits for the District. Mr. Ring informed the Board that the initial cost to develop the GIS would be a maximum fee of \$45,500, with an annual maintenance and support fee of approximately \$7,235.

In connection with the status of review of plans for construction of a six (6) inch sanitary force main, eight (8) inch sanitary sewer, twelve (12) inch water line and public lift station to serve Dhanani Private Equity Group's ("DPEG") annexation tracts by DPEG Panjwani, LLC, Ms. Gonzalez advised the Board that OEG is prepared to authorize DPEG to advertise for bids for construction of said facilities subject to OEG's final approval of the plans for said facilities. Mr. Rubinsky informed the Board that SPH received legal descriptions from Bowman Engineering this morning for eighteen (18) easements required in connection with the proposed facilities and that said legal descriptions are currently under review by OEG. Following OEG's approval, SPH will obtain ownership and lienholder reports and prepare and circulate all necessary easements for execution.

In connection with the contract between Starbucks Coffee and Bull-G Construction, LLC for construction of Off-Site Water and Sanitary Sewer Extensions to serve the existing Starbucks located at 1731 Spring Cypress Road, Ms. Gonzalez requested that the Board concur in the payment by Starbucks of Pay Estimate No. 1 from Bull-G Construction, LLC in the amount of \$111,270.60.

After discussion regarding the various engineering and construction projects addressed by OEG, Director Shelnuttt moved that the Board (i) approve OEG's proposal to develop a GIS for the District at a cost not to exceed \$45,500; (ii) authorize DPEG to advertise for bids for construction of the facilities necessary to serve DPEG's annexation tracts, as described above and subject to OEG'S final approval of the plans for same; and (iii) concur in the payment by Starbucks of Pay Estimate No. 1 from Bull-G Construction, LLC, in the amount of \$111,270.60. Director Aranzales seconded said motion, which unanimously carried.

STATUS OF PROPOSED ANNEXATIONS

The Board considered the status of the proposed annexation of various tracts of land into the boundaries of the District. Mr. Rubinsky advised the Board that the DPEG Holzwarth, LP, DPEG Panjwani, LLC, and Panjwani Energy Properties, LLC annexation petitions have been executed and returned to SPH and that SPH expects to submit the petitions and associated documents with the City of Houston prior to the next meeting.

Mr. Rubinsky next updated the Board on the status of the Prose Foster Venture, LP, and SRPF D/Holzwarth Industrial, L.P. annexations.

Mr. Woodson exited the meeting at this time.

ISSUANCE OF UTILITY COMMITMENTS

Mr. Rubinsky updated the Board on the status of various pending Utility Commitments. He then inquired as to the status of Spring First Church's recent request for water service from the District for fire suppression purposes only. Mr. Board advised that H2O is still waiting on the feasibility study from the Church's engineer.

DEVELOPERS' REPORTS

The Board deferred further consideration of the Developer's Reports, noting that no developer representatives were in attendance at today's meeting whose matters had not already been addressed by the Board.

NORTH HARRIS COUNTY REGIONAL WATER AUTHORITY ("AUTHORITY")

Mr. Rubinsky provided the Board with a brief update on the Authority's meeting held March 3, 2025.

Ms. Gibson exited the meeting at this time.

HARRIS COUNTY CONSTABLE PRECINCT 4 OFFICE ("HCCO") MONTHLY ACTIVITY REPORT

Mr. Rubinsky presented to and reviewed with the Board the Monthly Activity Report provided by the HCCO for February 2025, a copy of which is attached hereto as **EXHIBIT G**, and discussed the status of criminal activities in the District and surrounding areas last month. No action was taken by the Board in connection with said matter.

PRIVATE SALE OF PARCEL

The Board next considered the proposed sale of a 0.0115-acre parcel of surplus property to Director Shelnett for \$287.35. After discussion, Director O'Neal moved that the 0.0115-acre parcel be sold to Director Shelnett. Director Aranzales seconded said motion, which carried by a vote of three (3) in favor and none (0) opposed, with Director Shelnett abstaining.

ATTORNEY'S REPORT

The Board next considered the Attorney's Report. Mr. Rubinsky presented to and reviewed with the Board a draft copy of the Amended and Restated Agreement for Shared Detention Facilities with Meadowhill Regional Municipal Utility District (the "Agreement"). In connection therewith, Mr. Rubinsky recommended that the Board appoint a committee of two (2) Directors to review and provide comments and to work with SPH to complete said Agreement. After discussion, Director Shelnett moved that the Agreement be approved subject to the review and approval of the committee to be appointed by the Board and any additional revisions proposed by SPH, and to authorize the Board President to execute said Agreement once deemed final by the

committee. Director Patridge seconded said motion, which unanimously carried.

Mr. Rubinsky next updated the Board on a recent meeting with OEG regarding the calculation of the Non-Taxable Entity Tap Fee for The Harlow Apartments. In connection therewith, Mr. Rubinsky recommended that the Board appoint a committee to also review the Non-Taxable Entity Tap Fee once completed by OEG. In connection with the review and final approval of the Agreement and the Non-Taxable Entity Tap Fee for The Harlow Apartments, Director Patridge moved that Director Shelnutt and Director Aranzales be appointed to serve as the committee for such purposes. Director Aranzales seconded said motion, which unanimously carried.

CLOSED SESSION

The Board determined that it would not be necessary to meet in Closed Session at this time.

OTHER MATTERS

The Board considered items to be placed on future agendas. Except as may be reflected above, there were no additional agenda items requested other than routine and ongoing matters.

ADJOURNMENT

There being no further business to come before the Board, Director O'Neal moved that the meeting be adjourned. Director Shelnutt seconded said motion, which unanimously carried.

Secretary, Board of Directors



List of Exhibits to
Spring West Municipal Utility District
Minutes of Meeting held March 12, 2025

Exhibit A	Bookkeeper's Report; Investment Report
Exhibit B	Tax Assessor/Collector's Report
Exhibit C	Operations Report
Exhibit D	Storm Water Management Program Report
Exhibit E	Detention and Drainage Facilities Maintenance Report
Exhibit F	Engineer's Report
Exhibit G	Harris County Constable Precinct 4 Monthly Activity Report