

MINUTES
MISSION BEND MUNICIPAL UTILITY DISTRICT NO. 2

July 15, 2025

The Board of Directors (the "Board") of Mission Bend Municipal Utility District No. 2 (the "District") met in regular session, open to the public, at the offices of Allen Boone Humphries Robinson LLP, 3200 Southwest Freeway, Suite 2400, Houston, Texas 77027, outside the boundaries of the District, on the 15th day of July 2025, and the roll was called of the members of the Board being present:

Judy Villagomez	President
Mary Bertrand	Vice President
Susan Land Johnson	Assistant Vice President
Marlene Weppeler	Secretary
Leroy Eaglin	Assistant Secretary

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

Also present at the meeting were Deputy Aaron Herrera of the Harris County Sheriff's Office ("HCSO"); Daniela Moderow of Baxter & Woodman Consulting Engineers, Inc. ("B&W"); Vicki Busboom of VLB Bookkeeping Services; Sarah Wheeler of Triton Consulting Group, Inc. ("Triton"); Susan Cita of TBG Partners ("TBG"); Lina Loaiza of Bob Leared Interests; Carlous Smith of Si Environmental, LLC ("Si"); Emmanuel Vazquez of Vazquez Electronics, LLC ("Vazquez Electronics"); Tommy Gomez of J3 Electric, LLC ("J3 Electric"); and Christina Miller and Patrick Coleman of Allen Boone Humphries Robinson LLP ("ABHR").

PUBLIC COMMENTS

Director Villagomez offered any members of the public attending the meeting the opportunity to make a public comment. There being no requests for public comment, Director Villagomez moved to the next agenda item.

MINUTES

The Board considered approving the minutes of the June 17, 2025, regular meeting. Ms. Miller confirmed there was no quorum at the June 30, 2025 (Integrated), July 1, 2025 (Greenbelt), and July 14, 2025 (Chelford) special meetings, and therefore there were no minutes presented. Following review and discussion, Director Bertrand moved to approve the minutes for the June 17, 2025, regular meeting, as presented. Director Eaglin seconded the motion, which carried by unanimous vote.

SECURITY SERVICES MATTERS

REPORT FROM HCSO

The Board reviewed and acknowledged receipt of the June 2025 security services report from the HCSO, a copy of which is attached. Deputy Herrera reported on recent security matters in the District, including an increase of teenage violence.

UPDATE ON INSTALLATION OF SIGNS PROHIBITING COMMERCIAL VEHICLES FROM PARKING OVERNIGHT

The Board discussed the ongoing issue regarding commercial vehicles parking in the District overnight. Ms. Miller confirmed that ABHR will continue to submit the petitions to the Mission Bend Civic Association, upon receipt.

PARK MAINTENANCE MATTERS

The Board reviewed a landscape maintenance report from Custom Scapes, a copy of which is attached, including the general landscape maintenance invoices, which were submitted for payment by Custom Scapes, including facility mowing in the amount of \$520.80; maintenance and mowing at Terra Del Sol in the amount of \$1,015.00; monthly maintenance at Little Villa Wetland Park ("LVWP") in the amount of \$3,984.00; monthly maintenance at Magnolia Park in the amount of \$7,432.50; monthly maintenance of the Alief-Clodine Road right-of-way in the amount of \$576.00; monthly maintenance of the Bellaire Boulevard at Alief-Clodine Road median in the amount of \$420.00; and monthly maintenance of the Mission Bend Greenbelt Trail (the "Trail") in the amount of \$4,392.92. Following review and discussion, Director Eaglin moved to approve the landscape maintenance report and payment of the invoices, as submitted. Director Weppler seconded the motion, which carried by unanimous vote.

LIGHTING MAINTENANCE AND REPAIR

Mr. Gomez reviewed a routine lighting and maintenance report for items at LVWP and Magnolia Park, a copy of which is attached. He responded to Board Members' questions, comments, and requests regarding lighting maintenance and repair matters. Following review and discussion the Board concurred to accept the lighting maintenance and repair report, as presented.

DISTRICT SURVEILLANCE CAMERA MATTERS

Mr. Vasquez reviewed a surveillance camera system report, a copy of which is attached. He reported on activity at Magnolia Park and LVWP during the previous month. Mr. Vasquez presented and reviewed photographs taken from the cameras, copies of which are attached to the surveillance camera system report. He discussed

overgrown tree branches that are blocking certain surveillance cameras. Discussion ensued. Following discussion, the Board considered authorizing Director Villagomez to approve tree trimming maintenance requests in an amount not to exceed \$5,000.00. Mr. Vasquez presented a proposal to replace a faulty switch in a security camera in the amount of \$1,500.00. The Board discussed the details of the proposal as submitted. Following review and discussion Director Bertrand moved to: (1) authorize Director Villagomez to approve tree trimming maintenance requests in an amount not to exceed \$5,000.00; (2) approve the proposal to replace a faulty switch in a security camera in the amount of \$1,500.00; and (3) approve the surveillance camera system report, as presented. Director Eaglin seconded the motion, which carried by unanimous vote.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Busboom presented and reviewed the bookkeeping report, including the investment report, the budget comparison, and the list of checks for the Board's approval. A copy of the bookkeeping report, including the investment report and budget comparison, is attached. Following review and discussion, Director Eaglin moved to approve the bookkeeping report, the checks presented for payment, and the investment report, as presented. Director Weppler seconded the motion, which carried by unanimous vote.

TAX ASSESSMENT AND COLLECTIONS MATTERS

Ms. Loaiza presented and reviewed the monthly tax report, a copy of which is attached, reflecting that 98.1% of the District's 2024 taxes were collected as of June 30, 2025. Ms. Loaiza reviewed the bills presented for payment, including overpayment refunds and adjustments from the previous month. Following review and discussion, Director Weppler moved to approve the tax report and payment of the checks drawn from the District's tax account, including overpayment and value adjustment refunds, as presented. Director Johnson seconded the motion, which carried by unanimous vote.

RESOLUTION REGARDING DEVELOPMENT STATUS FOR 2025 TAX YEAR

Ms. Miller discussed the "truth-in-taxation" property tax calculations and tax levy process for water districts and stated that Chapter 49 of the Texas Water Code establishes three main categories for water districts, based on a district's development status and/or tax rate. She reviewed the definitions for each of the three categories and said the Board must annually determine the District's category for that tax year and follow the associated notice and levy provisions in the Texas Water Code. Discussion ensued regarding the District's development status. After fully considering relevant data, information, and statutory definitions, the Board determined that the District is a Developed District for the 2025 tax year. Following review and discussion, Director Eaglin moved to adopt a Resolution Regarding Development Status for the 2025 Tax Year establishing the District as a Developed District (the "Resolution Regarding Development

Status”) for the 2025 tax year, pursuant to Section 49.23602, Texas Water Code and direct that the Resolution Regarding Development Status be filed appropriately and retained in the District’s official records. Director Weppler seconded the motion, which carried by unanimous vote.

OPERATION OF DISTRICT FACILITIES

Mr. Smith presented and reviewed the operations report from Si, a copy of which is attached. Mr. Smith reported that the water accountability was 94.79% in the previous month. He reported on the current connections in the District, water production and distribution repairs, tap line repairs, sanitary sewer maintenance, lift station maintenance, fire hydrant replacement and maintenance, water meter repairs and replacements, and water well maintenance and repairs during the previous month.

HEARING REGARDING TERMINATION OF WATER AND SEWER SERVICE

Mr. Smith presented and reviewed a list of delinquent customers to the Directors and reported the residents 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 the meeting of the opportunity to appear before the Board to explain, contest, or correct their bills and to show why utility services should not be terminated for reason of non-payment.

Following review and discussion, and based upon the operator’s recommendation, Director Bertrand moved to: (1) approve the operations report, as presented; and (2) authorize termination of delinquent accounts in accordance with the District’s Rate Order and direct that the delinquent customer list be filed appropriately and retained in the District’s official records. Director Eaglin seconded the motion, which carried by unanimous vote.

CHELFORD CITY REGIONAL WASTEWATER TREATMENT PLANT (“CHELFORD”) MATTERS

Ms. Miller updated the Board on Chelford matters, including the revised cash call. She reported that Chelford requested the Board to consider whether the Chelford plant should be rerated. Discussion ensued. Following discussion, the Board concurred that the plant should undergo rerating.

WEST HARRIS COUNTY REGIONAL WATER AUTHORITY (“WHCRWA”) MATTERS

Ms. Moderow reported on the WHCRWA surface water supply project and the District’s related chloramine conversion project. She reported that Harris County is currently reviewing the plans. Ms. Moderow stated that upon receipt of Harris County approval, the plans will be submitted to the City of Houston for final approval. She noted that the anticipated contract execution month is now November 2025. Ms. Moderow next

reported that the WHCRWA is preparing a letter with a revised conversion schedule with an anticipated conversion date in the first quarter of 2028. She stated that the letter will be sent to all participating Districts upon finalization.

ENGINEERING MATTERS

Ms. Moderow presented and reviewed an engineering report from B&W, a copy of which is attached.

SANITARY SEWER CLEANING AND TELEVISIONING PROJECT

The Board discussed the District-wide sanitary sewer cleaning and televising project. Ms. Moderow stated that there were no recent updates for B&W to report.

WATER PLANT NO. 1 GROUND STORAGE TANK ("GST") REHABILITATION

Ms. Moderow updated the Board on the GST rehabilitation project. She reported that the contractor completed the interior wall coatings of the GST and that the contractor is currently working on the seam's liner. Ms. Moderow then discussed the hydropneumatics tank ("HPT") rehabilitation portion of the project. She explained that the existing manway on the HPT is eight inches smaller than the standard size for a 20,000-gallon HPT and must be replaced. Ms. Moderow further explained that the cost of the HPT work now exceeds \$180,000.00 and must be advertised for bids. She recommended a GST project scope modification to remove the HPT rehabilitation portion of the project until a full interior of the tank is inspected. Discussion ensued. Following discussion, the Board directed Ms. Moderow to prepare a change order to remove the HPT rehabilitation portion from the project.

STORM WATER QUALITY ("SWQ") INSPECTIONS AND PERMITTING FOR TERRA DEL SOL

Ms. Moderow discussed SWQ inspections and permitting at Terra Del Sol. She stated that B&W performed the quarterly detention pond inspection and presented and reviewed the inspection report, a copy of which is attached.

The Board reviewed the stormwater management program report submitted by Storm Water Solutions, LLC, a copy of which is attached.

REQUESTS FOR SERVICE OR UTILITY COMMITMENT LETTERS

Ms. Miller updated the Board on the unauthorized construction alterations made by World Food Mart, located at 6701 Tres Lagunas Drive ("World Food

Mart"). She reported that a consent-to-encroachment agreement has been sent to World Food Mart for execution.

Ms. Moderow updated the Board on the Star Pipe Products, Ltd. ("Star Pipe") request to install a Fireline at their facility. She reported that B&W reviewed the plans received from Star Pipe and issued a letter of no objection.

Ms. Moderow reported on a meter request received from CenterPoint Energy, Inc. The Board discussed the details of the request. Following discussion, the Board concurred to deny the request due to a lack of existing infrastructure to provide adequate service.

WATER RATE ANALYSIS

Ms. Moderow updated the Board on the District's water and sewer rate analysis. She presented and reviewed the results, a copy of which is attached to the engineer's report. Discussion ensued. Following discussion, the Board concurred to defer further discussion until a special Board of Directors meeting to discuss financial matters.

Following review and discussion, and based on the engineer's recommendations, Director Bertrand moved to: (1) accept the quarterly detention pond inspection report, as presented; and (2) approve the engineer's report, as presented. Director Eaglin seconded the motion, which carried by unanimous vote.

PARK AND RECREATIONAL FACILITY MATTERS

Ms. Cita presented and reviewed a report regarding the District's parks and recreational facilities, a copy of which is attached.

MAGNOLIA PARK IMPROVEMENTS

Ms. Moderow updated the Board on the Phase III improvements project. She stated that there were no recent updates from B&W to report. Next, she updated the Board on the permanent access to Magnolia Park project. Ms. Moderow stated that B&W is working to schedule a meeting with Harris County Precinct 4 and the Harris County Flood Control District ("HCFCD") to discuss the details of the project.

Ms. Cita updated the Board on the Phase III improvements project. She stated that the schematic design is complete pending input by the Board.

TRAIL IMPROVEMENTS PROJECT

Ms. Moderow updated the Board on the Trail improvement project. She stated that HCFCD reviewed the plans, resubmitted by B&W. HCFCD commented that the area where construction of a proposed outfall is within a wetland and may impact the Waters of the United States, which requires a permit from the United States Army Corps of Engineers (the "USACE"). Ms. Moderow recommended a Trail improvement project scope modification to remove the outfall plans and use an alternative method that will not require a permit from the USACE. Discussion ensued. Ms. Moderow indicated that she would provide further information following a review meeting with HCFCD.

Ms. Moderow updated the Board on B&W's coordination with J3 Electric on the proposed lighting structures along the Mission Bend Greenbelt trail. She stated that the finalized meter locations were submitted to the HCFCD and that they would only consider the installation of solar lighting on the trail without the use conduits. The Board discussed the lighting portion of the project. Ms. Moderow indicated that she would provide further updates as HCFCD complete its review.

Ms. Cita updated the Board on the review of the West Side Trail Improvements project and construction plans. She stated that TBG is working to address HCFCD's second set of comments to the construction plans.

LVWP IMPROVEMENTS

Ms. Moderow updated the Board on LVWP improvements. She stated that there were no recent updates from B&W to report.

Ms. Cita updated the Board on the installation of a new eight-foot brick fence ("Security Fence") at LVWP. She stated that work on the project design continues. Ms. Cita next updated the Board on the Phase II Park Improvements. She stated that the schematic design is complete pending input by the Board.

PRESSURE WASHING IN THE DISTRICT

There was no discussion on this agenda item.

MEDIAN IMPROVEMENTS

Ms. Cita stated that there were no recent updates to report.

PARK RULES SIGNS

Ms. Cita updated the Board on the design and installation of the “Do Not Feed Wildlife” and the updated park rules signs at Magnolia Park and LVWP. She reported that RS Industrial Arts’ fabrication of the permanent signs continues and that two temporary weatherproof lawn stake signs have been installed.

Following review and Discussion, Director Bertrand moved to approve the parks and recreational facilities report, as presented. Director Johnson seconded the motion, which carried by unanimous vote.

HARRIS COUNTY PRECINCT NO. 4 (“HCP4”) MATTERS

PLACES FOR PEOPLE CALL FOR PROJECTS

Ms. Cita updated the Board on the Places for People projects.

DISTRICT TECHNOLOGY MATTERS

Ms. Wheeler presented and reviewed a communications report from Triton, a copy of which is attached. She reported on news posts published during the previous month and presented the monthly tracking report. Following review and discussion, Director Bertrand moved to approve the communications report as presented. Director Johnson seconded the motion, which carried by unanimous vote.

DISCUSS ALTAMIRA BEAUTIFICATION PROJECTS

The Board discussed the goals, benefits, and next steps regarding projects to Beautify Altamira. Following discussion, the Board identified heavy trash left on the curbs in the neighborhood for prolonged periods of time, including debris not cleaned up by contractors as the first priority. Ms. Miller stated that a letter can be sent to contractors that do not clean up construction debris in a timely manner. The Board concurred that a letter should be drafted and sent to contractors that do not clean up construction debris in a timely manner as needed in future occurrences. The Board discussed coordinating a meeting with the Homeowner’s Association to inform residents about the proper disposal of heavy trash. Following further discussion, the Board concurred to defer additional discussion on this matter until a special Board meeting.

MEETING SCHEDULE AND PLANNING MATTERS

The Board discussed the next regular Board meeting and concurred to hold the next regular meeting on Tuesday, August 19, 2025, at 6:00 p.m. at the offices of ABHR.

The Board discussed holding a special meeting to review the schematic designs related Magnolia Park and LVWP improvements and to further discuss Altamira

Beautification projects. The Board concurred to hold a special meeting on Tuesday, July 29, 2025.

There being no further matters to come before the Board, the meeting was adjourned.




ASSISTANT Secretary, Board of Directors

LIST OF ATTACHMENTS TO MINUTES

	Minutes
	<u>Page</u>
Security services report from the HCSO	2
Landscape maintenance report.....	2
Lighting maintenance and repair report	2
Surveillance camera system report	2
Bookkeeper's report.....	3
Tax report.....	3
Operations report.....	4
Engineer's report.....	5
Quarterly detention pond inspection report	5
SWMP report	5
Parks and recreational facilities report	6
Communications report.....	8