

MINUTES  
HARRIS-WALLER COUNTIES MUNICIPAL UTILITY DISTRICT NO. 5

August 21, 2025

The Board of Directors (the "Board") of Harris-Waller Counties Municipal Utility District No. 5 (the "District") met in regular session, open to the public, on the 21st day of August, 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 being present:

Chelsea Taylor	President
Wes Simon	Vice President
Olga M. Strong	Secretary
Cailin Loyd	Assistant Vice President
Hannah Gay	Assistant Secretary

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

Also attending the meeting were Alex Stachow of McGrath & Co., PLLC ("McGrath"); David Wood of Robert W. Baird & Co. Incorporated; Patty Rodriguez of Bob Leared Interests; Blair Bozoarth of Quiddity Engineering, LLC ("Quiddity"); Dana Hollingsworth of Municipal District Services, LLC ("MDS"); and Jessica Holoubek, Elizabeth Cone, and Merry Heyne of Allen Boone Humphries Robinson LLP ("ABHR").

PUBLIC COMMENTS

There were no comments from the public.

APPROVE MINUTES

The Board considered approving the minutes of the July 29, 2025, regular meeting. After review and discussion, Director Taylor moved to approve the meeting minutes, as presented. Director Gay seconded the motion, which passed unanimously.

SECURITY SERVICES

Ms. Holoubek discussed security services in the District. She reported that proposals were received from the Waller County Sheriff's office and Waller County Constable's office for additional security patrol in Sunterra. Following discussion, the Board concurred that the District is unable to fund adding additional security patrol in the District at this time.

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

## APPROVE AUDIT FOR FISCAL YEAR END APRIL 30, 2025

Mr. Stachow presented and reviewed the District's audit for fiscal year end April 30, 2025. After review and discussion, Director Strong moved to approve the audit, subject to receipt of consultant comments and finalization, authorize filing of the audit with the Texas Commission on Environmental Quality ("TCEQ"), and direct that the audit be filed appropriately and retained in the District's official records. Director Gay seconded the motion, which passed unanimously.

## FINANCIAL AND BOOKKEEPING MATTERS

Ms. Scott presented and reviewed the bookkeeper's report, and the District's bills, budget comparison, and investment report, a copy of which is attached.

After review and discussion, Director Taylor moved to approve the bookkeeper's report and the checks presented for payment. Director Strong seconded the motion, which passed unanimously.

## TAX ASSESSOR/COLLECTOR MATTERS

Ms. Rodriguez presented and reviewed the tax assessor/collector's report, a copy of which is attached.

After review and discussion, Director Strong moved to approve the tax assessor/collector's report and payment of the tax bills. Director Simon seconded the motion, which passed unanimously.

## DISCUSS 2025 TAX RATE, SET PUBLIC HEARING DATE, AND AUTHORIZE NOTICE OF PUBLIC HEARING REGARDING ADOPTION OF TAX RATE

This agenda item was deferred until the next Board meeting.

## OPERATION OF DISTRICT FACILITIES; HEARING ON TERMINATION OF WATER AND SEWER SERVICE TO DELINQUENT CUSTOMERS AND AUTHORIZE TERMINATION OF SERVICE

Ms. Hollingsworth presented and reviewed the operator's report, a copy of which is attached.

Ms. Hollingsworth requested authorization to write off six uncollectible accounts totaling \$2,089.14 and send them to the collection agency.

Ms. Hollingsworth then presented 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 of Directors to explain, contest, or correct their bills and to show why utility services should not be terminated for reason of non-payment.

After review and discussion, Director Strong moved to (1) approve the operator's report; (2) authorize MDS to write off six uncollectable accounts totaling \$2,089.14 and send them to a collection agency; and (3) 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 Simon seconded the motion, which passed unanimously.

#### ENGINEERING MATTERS; DEEDS, EASEMENTS, ENCROACHMENT AGREEMENTS, WAIVERS OF SPECIAL APPRAISAL, AND PLAT MATTERS

Mr. Bozoarth presented and reviewed the engineer's report, a copy of which is attached. He discussed an overview of engineering matters in the District.

Mr. Bozoarth updated the Board on paving facilities for Sunterra Section 17 - one year acceptance punch list items ("Section 17"). He reported that Harris County is requiring the removal and replacement of a wheelchair ramp which is a non-warranty item. Mr. Bozoarth presented and reviewed a proposal from the contractor for the project in the amount of \$2,700.00 for removal and replacement of the wheelchair ramp.

Mr. Bozoarth updated the Board on paving facilities for Sunterra Section 21 - one year acceptance punch items ("Section 21"). He reported that the Board previously approved the contractor's cost in the amount of \$2,500.00 to address the non-warranty items, but Harris County is now requesting stop bar and button replacements in the additional amount of \$275.00. Mr. Bozoarth requested approval of payment to the contractor in the total amount of \$2,775.00 for the non-warranty items.

Following review and discussion, Director Taylor moved to (1) approve the engineer's report; (2) approve the proposal from the contractor in the amount of \$2,700.00 to address the non-warranty items for Section 17, as discussed; and (3) approve payment to the contractor in the amount of \$2,775.00 to address the non-warranty items for Section 21, as discussed. Director Simon seconded the motion, which passed unanimously.

#### PARK AND RECREATIONAL FACILITIES MATTERS

There was no discussion on this agenda item.

#### REPORT ON DEVELOPMENT

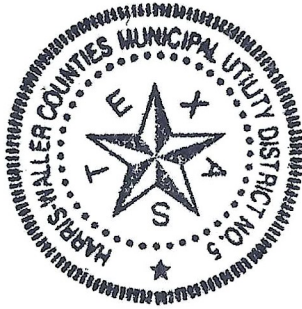
There was no discussion on this agenda item.



There being no further business to come before the Board, the Board concurred to adjourn the meeting.

  
Secretary, Board of Directors

(SEAL)



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