

**MINUTES**  
**FORT BEND COUNTY MUNICIPAL UTILITY DISTRICT NO. 165**

November 13, 2025

The Board of Directors (the "Board") of Fort Bend County Municipal Utility District No. 165 (the "District") met in regular session, open to the public, on the 13<sup>th</sup> day of November, 2025, at the offices of Municipal District Services, LLC, 406 W. Grand Parkway S., Suite 260, Katy, Texas, outside the boundaries of the District, and the roll was called of the members of the Board:

Christine Oliver	President
Ed Escobar	Vice President
Gregory Henry	Secretary
Ryan Andrasek	Assistant Vice President
Rick Bolanos	Assistant Secretary

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

Also attending the meeting were: Easton Mulin of Superior Lawn Care; Sergeant Abraham Garcia of Fort Bend County Precinct 4 Constable's Office ("Precinct 4"); Joseph Hopper of Storm Water Solutions, LLC; Shammarie Leon of Bob Leared Interests, Inc.; Jennifer Abad of Municipal Accounts & Consulting, LP; Austin Muse of Municipal District Services ("MDS"); Brandon West of Touchstone District Services, LLC; Stephanie Lee of KGA/Deforest Design, LLC; Matthew Brezeale of Quiddity Engineering, LLC; Josh Wailes of Guideline Management Services, Inc. ("GMS"); and Hannah Brook and Kathryn Mercado of Allen Boone Humphries Robinson LLP ("ABHR").

**PUBLIC COMMENTS**

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

**MINUTES**

The Board considered approving the minutes of the October 9, 2025, regular meeting. Following review and discussion, Director Andrasek made a motion to approve the minutes of the October 9, 2025, regular meeting, as written. Director Henry seconded the motion, which passed unanimously.

## SECURITY MATTERS

Sergeant Garcia reviewed a security report from Precinct 4, a copy of which is attached and discussed security matters in the District.

The Board discussed a security incident during the previous month.

Following review and discussion, Director Andrasek moved to approve the security report. Director Henry seconded the motion, which passed unanimously.

## FIRE PROTECTION MATTERS

The Board discussed fire service matters including potential costs associated with the District's inclusion in the Harris-Fort Bend County Emergency Services District No. 100 service area.

## GARBAGE AND RECYCLING COLLECTION

There was no discussion on this agenda item.

## FINANCIAL AND BOOKKEEPING MATTERS

Ms. Abad distributed and reviewed the bookkeeper's report, bills presented for payment, and the investment report from the reporting period for approval. Copies of the bookkeeper's report are attached to the minutes.

Following review and discussion, Director Andrasek made a motion to (1) approve the bookkeeper's report; and (2) pay the District's bills as submitted. Director Henry seconded the motion, which passed unanimously.

## TAX ASSESSMENT AND COLLECTIONS MATTERS

Ms. Leon presented and reviewed the tax report, including a list of delinquent accounts, a copy of which is attached. Ms. Leon stated 1.54% of the District's 2025 taxes were collected as of October 31, 2025.

Following review and discussion, Director Andrasek made a motion to (1) approve the tax assessor/collector's report; and (2) pay the bills presented for payment from the tax account. Director Henry seconded the motion, which passed unanimously.

## DRAINAGE FACILITIES REPORT

Mr. Hopper reviewed a drainage facilities report, a copy of which is attached. Following review and discussion, Director Andrasek made a motion to approve the

drainage facilities report. Director Henry seconded the motion, which passed unanimously.

#### OPERATION OF DISTRICT FACILITIES

Mr. Muse presented and reviewed the operator's report and the storm water management report, a copy of which is attached, and updated the Board on repairs and maintenance in the District for the month of October.

Mr. Muse updated the Board on repainting of fire hydrants.

Mr. Muse requested Board authorization to write off three uncollectible accounts totaling \$225.07 and send them to a collection agency.

Mr. Muse presented to the Board a list of delinquent customers 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.

After review and discussion, Director Andraser moved to (1) approve the operator's report; (2) authorize the operator to write off three uncollectible accounts totaling \$225.07 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 Henry seconded the motion, which passed unanimously.

#### WEBSITE MATTERS

Mr. West presented and reviewed the Communications Report, a copy of which is attached. The Board discussed new website posts regarding property tax calculation.

Following discussion, Director Andraser moved to approve the Communications Report. Director Henry seconded the motion, which passed unanimously.

#### NORTH FORT BEND REGIONAL WATER AUTHORITY ("NFBWA") MATTERS

There was no discussion on this agenda item.

#### ENGINEERING MATTERS

Mr. Brezeale distributed and reviewed the District's engineering report and discussed engineering matters in the District as more fully described in the report, a copy of which is attached.

## CAPITAL IMPROVEMENTS PLAN

Mr. Brezeale discussed a resident inquiry regarding drainage issues at curbs on certain roads in the District. He updated the board on the Fort Bend County (the "County" inspection and discussed the deficiencies noted, but will await the formal report from the County before presenting a proposal and cost estimate for the work. He reported and the Board discussed roads in Sections 5, 6, and 8, that have not been accepted by Fort Bend County.

## APPLICATIONS FOR USE OF SURPLUS FUNDS

Mr. Brezeale updated the Board on estimated project costs for Grand Mission Regional Municipal Utility District No. 1 Water Plant Improvement Project.

## MS4 STORM WATER MANAGEMENT PLAN ("SWMP")

Mr. Brezeale reported that the Texas Commission on Environmental Quality has approved the District's SWMP.

## DEEDS, EASEMENTS, AND PLATS

Mr. Brezeale discussed and recommended conveyance of one 0.1825-acres sanitary control easement to Fort Bend County Municipal Utility District No. 146 ("FBC MUD NO. 146").

Following review and discussion, Director Andraser moved, upon the engineer's recommendation, to (1) approve the engineer's report; and (2) grant the 0.1825-acre Sanitary Control Easement to FBC MUD No. 146. Director Henry seconded the motion, which passed unanimously.

## PARK AND RECREATIONAL MATTERS

Ms. Lee reviewed a report regarding recreational development projects in the District, a copy of which is attached.

Following review and discussion, Director Andraser moved to approve the landscape architect's report. Director Henry seconded the motion, which carried unanimously.

## PARK AND LANDSCAPE MATTERS, INCLUDING PROPOSALS FOR ADDITIONAL WORK

Mr. Wailes presented and reviewed the parks and landscape maintenance report, a copy of which is attached. He reviewed general maintenance, common area

landscaping, splash pad maintenance, and routine inspections and maintenance, and as more fully described in the report.

Mr. Wailes reviewed a scope of work for tree maintenance, removals, and relocation. Mr. Wailes stated that proposals for the work will be presented at the next regular meeting.

The Board reviewed a list of landscape repair and maintenance items to be addressed by the Fieldstone Community Association, Inc., pursuant to the Landscape Maintenance Agreement. A copy of the list is included in the parks and landscape maintenance report. Mr. Mulin discussed the status of the landscape repairs and maintenance.

The Board considered authorizing GMS to complete critical landscape repairs and maintenance, subject to review and approval of the landscape committee.

Following review and discussion, Director Andrasek motioned to (1) approve the parks and landscape maintenance report; and (2) authorize GMS to conduct critical landscape and maintenance repairs and maintenance in an amount not to exceed \$2,500.00, subject to review and approval by the landscape committee. Director Henry seconded the motion, which passed unanimously.

REPORTS FROM DIRECTORS AND DISTRICT CONSULTANTS REGARDING CORRESPONDENCE AND/OR REPORTS RECEIVED AND EVENTS AND/OR ACTIVITIES ATTENDED DURING THE MONTH

There was no discussion on this agenda item.

ATTORNEY'S REPORT

ANNUAL REVIEW OF PROCEDURES FOR CONTINUING DISCLOSURE COMPLIANCE

The Board reviewed the District's procedures for continuing disclosure compliance. Ms. Brook stated that no changes are required at this time.

APPROVE ANNUAL REPORT IN ACCORDANCE WITH CONTINUING DISCLOSURE OF INFORMATION AGREEMENT

Ms. Brook reviewed an Annual Report containing updated financial and operating data to be filed in accordance with the continuing disclosure provisions contained in the bond resolutions. She stated that the District is required to file certain financial and operating data with the Municipal Securities Rulemaking Board through the Electronic Municipal Market Access ("EMMA") system in

compliance with SEC Rule 15c12-12. Following review and discussion, Director Andrasek moved to approve the Annual Report, authorize the attorney to submit the District's updated financial and operating data to EMMA in compliance with the continuing disclosure provisions contained in the bond resolutions and direct that the Report be filed appropriately and retained in the District's official records. Director Henry seconded the motion, which carried unanimously.

#### HISTORICAL BOND AND TAX REPORT TO COMPTROLLER

Ms. Brook presented a memorandum regarding requirements for taxing units to submit certain information about proposed and issued bonds and tax rate elections to the Comptroller for incorporation into a public database, a copy of which is attached. She stated that ABHR will work with the District's consultants to prepare and submit the required information by the reporting deadline.

#### ANNUAL REVIEW OF INVESTMENT POLICY

The Board conducted its annual review of the District's Investment Policy and determined to amend its current Investment Policy. After review and discussion, Director Andrasek made a motion to adopt a Resolution Regarding Annual Review of Investment Policy and Adoption of Amended Investment Policy and to direct that a copy of the resolution be filed and retained in the District's permanent records. Director Henry seconded the motion, which carried unanimously.

#### ADOPT RESOLUTION ESTABLISHING THE AUTHORIZED DEPOSITORY INSTITUTIONS AND ADOPTING LIST OF QUALIFIED BROKER/DEALERS WITH WHOM THE DISTRICT MAY ENGAGE IN INVESTMENT TRANSACTIONS

Ms. Brook reviewed a Resolution Establishing Authorized Depository Institutions and Adopting List of Qualified Broker/Dealers with Whom the District May Engage in Investment Transactions. She noted that the list of qualified broker/dealers provided by the District's bookkeeper is attached as an exhibit to the Resolution. After review and discussion, Director Andrasek moved to adopt a Resolution Establishing the Authorized Depository Institutions and Adopting List of Qualified Broker/Dealers with Whom the District May Engage in Investment Transactions, and direct that the Resolution be filed appropriately and retained in the District's official records. Director Henry seconded the motion, which passed unanimously.

## MEETING SCHEDULE

The Board concurred to hold the next regular meeting on Thursday, December 11, 2025, at 9:00 a.m. at the offices of MDS.

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



Sherry J. Deny  
Secretary, Board of Directors

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