

**WOOD TRACE MUNICIPAL UTILITY DISTRICT NO. 1,  
OF MONTGOMERY COUNTY, TEXAS**

**Minutes of Meeting of Board of Directors  
February 11, 2026**

The Board of Directors of Wood Trace Municipal Utility District No. 1, of Montgomery County, Texas met in accordance with the duly posted notice of meeting, and the roll was called of the duly constituted members of the Board of Directors, to-wit:

James Art Nicholson, President  
Dexter Braband, Vice President  
David Ambrose, Secretary  
David Berenger, Assistant Secretary  
David Ricke, Assistant Secretary

all of whom were present with the exception of Director Ambrose, thus constituting a quorum.

Also present were Kristen Scott of Bob Leared Interests ("Leared"); Shayna Helvey of LJA Engineering, Inc. ("LJA"); Dulcé Molina of Municipal Accounts & Consulting, L.P. ("MA&C"); Josh Rowe of Water District Management Company, Inc. ("WDM"); Ryan Haynes of Environmental Allies ("EA"); Ali McDonald of McDonald & Wessendorff ("McDonald"); David Valdez of Storm Water Solutions, LP ("SWS"); Greg Thomas and Michael Zanella, residents of the District; and Heather Kelly and Kris Eddlemon of Schwartz, Page & Harding, L.L.P. ("SPH").

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

**PUBLIC COMMENTS**

The Board began by opening the meeting for public comments. Mr. Zanella and Mr. Thomas introduced themselves to the Board at this time.

**APPROVAL OF MINUTES**

As the next order of business, the Board considered approval of the minutes of the Board of Directors meeting held on January 14, 2026. After discussion, Director Berenger moved that the minutes be approved, as written. Director Braband seconded said motion, which unanimously carried.

**BOOKKEEPING REPORT**

Ms. Molina next reviewed the Bookkeeping Report dated February 11, 2026, a copy of which is attached as **Exhibit A**, including the disbursements presented for payment from the District's various accounts. After discussion on the matter, it was moved by Director Ricke that

the Bookkeeping Report be approved and that the disbursements identified therein be approved for payment, with the exception of check no. 6191, which was voided. Director Berenger seconded said motion, which carried unanimously.

**TAX ASSESSOR-COLLECTOR REPORT**

Ms. Scott then presented the Tax Assessor-Collector Report for the month of January 2026, a copy of which is attached hereto as **Exhibit B**. After discussion, Director Berenger moved that said Report be approved and that the disbursements identified in the Report be approved for payment from the District's tax account. Director Ricke seconded said motion, which carried unanimously.

**DELINQUENT TAX REPORT**

The Board deferred action relative to the review of a delinquent tax report from the District's delinquent tax collections attorney, Perdue, Brandon, Fielder, Collins & Mott, L.L.P., as one had not been received.

**RESOLUTION CONCERNING DEVELOPED DISTRICT STATUS FOR 2026 TAX YEAR**

Ms. Kelly reminded the Board that the taxing procedures applicable to a particular district will depend, in part, upon whether it is determined to be a "Developed District" pursuant to Section 49.23602, Texas Water Code. She then reviewed with the Board a Resolution Concerning Developed District Status for the 2026 Tax Year, attached hereto as **Exhibit C**. Following discussion, upon motion made by Director Ricke, seconded by Director Berenger, and unanimously carried, the attached Resolution was adopted by the Board.

**ENGINEERING REPORT**

Ms. Helvey presented and reviewed with the Board a written Engineering Report dated February 11, 2026, a copy of which is attached hereto as **Exhibit D**. Following discussion, it was moved by Director Ricke, seconded by Director Nicholson and unanimously carried, that all action items included in the Engineering Report be approved, as recommended by LJA, including approval of payment of an invoice in the amount of \$1,150 to Preventive Services, LP for coating inspection, and approval of a proposal provided by LJA in the amount of \$16,300 to design and bid the project for installation of sidewalks on Woodtrace Circle.

**RESOLUTION ADOPTING PREVAILING WAGE RATE SCALE FOR CONSTRUCTION PROJECTS**

The Board deferred approval of a Resolution Adopting Prevailing Wage Rate Scale for Construction Projects until the next meeting.

## **STORMWATER MANAGEMENT PROGRAM**

The Board next considered the status of the District's Stormwater Management Program ("SWMP"). In that regard, Mr. Valdez presented to and reviewed with the Board the Year 1 Annual Report and Training Summary (the "Summary"), the Phase II (Small) MS4 Annual Report (the "Annual Report"), a 2026 Stormwater Survey, and a proposed utility bill insert (the "Bill Insert") and conducted the required training under the SWMP. Copies of the Summary, Annual Report, Stormwater Survey, and Bill Insert are attached hereto as **Exhibit E**. After discussion, Director Ricke moved that (i) the Annual Report be approved as presented, and the President be authorized to execute same on behalf of the Board and the District, and (ii) the Bill Insert be approved and SWS be authorized to coordinate the distribution of same to the District's customers. Director Berenger seconded said motion, which carried unanimously.

## **REPORT FROM ENVIRONMENTAL ALLIES**

Mr. Haynes next presented and reviewed a report provided by EA for the month of January 2026 with regard to mowing and maintenance of District drainage and detention areas, a copy of which Report is attached hereto as **Exhibit F**. The Board discussed four proposals presented by EA at the December 2025 Board of Directors meeting for drainage maintenance in the District. No action was taken by the Board at this time.

## **OPERATION AND MAINTENANCE REPORT**

Mr. Rowe presented and reviewed the Operation and Maintenance Report for the month of December 2025, a copy of which is attached hereto as **Exhibit G**. He advised that the San Jacinto River Authority is decreasing groundwater pumpage fees to \$2.51 per 1,000 gallons effective as of February 1, 2026. No action was taken by the Board at this time.

## **CONSUMER CONFIDENCE REPORT**

The Board next considered authorizing WDM to prepare a draft Consumer Confidence Report ("CCR") for review by the Board. Ms. Kelly advised that pursuant to CCR requirements promulgated by the United States Environmental Protection Agency and the Texas Commission on Environmental Quality ("TCEQ"), the District is required to provide a report containing various information regarding the District's water supply to all District customers by July 1, 2026. After discussion on the matter, it was moved by Director Ricke, seconded by Director Berenger and unanimously carried, that WDM be authorized to prepare a draft CCR and SPH be authorized to review same for compliance with the TCEQ's regulatory requirements.

## **MESSAGING SERVICES FOR COMMUNICATION WITH DISTRICT CUSTOMERS**

Ms. Kelly discussed the agreement between WDM and FinalSite for messaging services for communication with District customers approved by the Board at the last meeting, subject to review and approval of same by SPH. In that regard, she advised that she has reviewed the form of the agreement and discussed same with the Board. No additional action was taken.

## **HOMEOWNER ASSOCIATION MATTERS**

The Board next considered homeowner association matters, including approval of a (i) First Amended and Restated Construction, Operation, Maintenance, and Use Agreement with Lakes of Woodtrace, Inc., and (ii) First Amended and Restated Construction, Operation, Maintenance, and Use Agreement Relating to Recreational Facilities with Arbor Trace Community Association (collectively, the "Agreements"). Following discussion, Director Berenger moved that the Board approve the Agreements subject to finalization and authorize the President to execute same on behalf of the Board and the District. Director Ricke seconded the motion, which unanimously carried.

## **UTILITY COMMITMENTS**

Ms. Kelly reported that the District has not received any requests for utility commitments.

## **RENEWAL OF DISTRICT INSURANCE POLICIES**

As the next order of business, the Board considered renewal of the District's insurance coverages. Ms. Kelly advised the Board that, as requested at a previous meeting, SPH solicited a renewal proposal from McDonald for the Board's consideration. She further advised the Board that the District's current insurance policies expire on March 31, 2026. Ms. McDonald addressed the Board at this time to present the proposal and answer questions from the Board. Following discussion, Director Ricke moved that the Board accept the proposal from McDonald, a copy of which is attached hereto as **Exhibit H**. Director Berenger seconded the motion, which unanimously carried.

## **ATTORNEY'S REPORT**

Ms. Kelly advised that she had nothing further of a legal nature to report other than those items which were previously addressed in the meeting.

## **FUTURE AGENDA ITEMS**

The Board next considered matters for possible placement on future agendas. There were no other future agenda items to be discussed other than matters previously noted during the meeting.

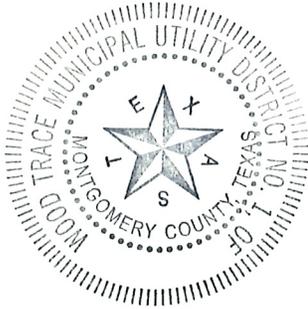
Ms. Kelly next advised that a church located near the District has requested sanitary sewer services from the District. Following discussion, no action was taken by the Board.

Director Berenger next advised that a resident of District is experiencing an odor coming from the water supply to his residence. Mr. Rowe advised that WDM will investigate the matter.

**ADJOURNMENT**

There being no further business to come before the Board, it was moved by Director Nicholson, seconded by Director Ricke and unanimously carried, that the meeting be adjourned.

*[Handwritten Signature]*  
Asst. Secretary, Board of Directors



## LIST OF ATTACHMENTS

<u>Exhibit A</u>	Bookkeeper's Report
<u>Exhibit B</u>	Tax Assessor/Collector's Report
<u>Exhibit C</u>	Resolution Concerning Developed District Status for the 2026 Tax Year
<u>Exhibit D</u>	Engineering Report
<u>Exhibit E</u>	Year 1 Annual Report and Training Summary, Phase II (Small) MS4 Annual Report, 2026 Stormwater Survey, and proposed utility bill insert
<u>Exhibit F</u>	Report – Environmental Allies
<u>Exhibit G</u>	Operations and Maintenance Report
<u>Exhibit H</u>	Proposal from McDonald & Wessendorff