

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

**Minutes of Meeting of Board of Directors
April 8, 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"); Christine Crotwell of Masterson Advisors LLC ("Masterson"); Michael Zanella and Greg Thomas, 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. There were no comments from the public 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 March 11, 2026. After discussion, Director Braband moved that the minutes be approved, as written. Director Berenger seconded said motion, which unanimously carried.

BOOKKEEPING REPORT

Ms. Molina next reviewed the Bookkeeping Report dated April 8, 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. 6239, which was voided. Director Berenger seconded said motion, which carried unanimously.

Ms. Molina additionally presented and reviewed with the Board a Quarterly Investment Inventory Report (the "Report") for the reporting period ended February 28, 2026, a copy of which is attached to the Bookkeeping Report. After further discussion of the Report and upon motion duly made by Director Ricke, seconded by Director Berenger and unanimously carried, the Report was approved and the District's Investment Officers were authorized to execute same on behalf of the Board and the District.

TAX ASSESSOR-COLLECTOR REPORT

Ms. Scott then presented the Tax Assessor-Collector Report for the month of March 2026, a copy of which is attached hereto as **Exhibit B**. After discussion, Director Ricke 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 Berenger 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 AUTHORIZING ADDITIONAL PENALTY ON DELINQUENT REAL PROPERTY TAXES

The Board considered the adoption of a Resolution Authorizing an Additional Penalty on Delinquent Real Property Taxes. Ms. Kelly advised that the District is authorized pursuant to the Texas Tax Code, as amended, to impose, under certain conditions on July 1, an additional penalty not to exceed twenty percent (20%) of the total taxes, penalty and interest due the District on real property taxes that remain delinquent as of July 1 of the year in which they become delinquent, as more fully described in the Resolution. After discussion, it was moved by Director Nicholson, seconded by Director Berenger and unanimously carried, that the Resolution Authorizing an Additional Penalty on Delinquent Real Property Taxes attached hereto as **Exhibit C** be adopted by the Board, and that the District's delinquent tax attorney be authorized to collect delinquent real property taxes beginning July 1, 2026, including the filing of lawsuits, if necessary.

ENGINEERING REPORT

Ms. Helvey presented and reviewed with the Board a written Engineering Report dated April 8, 2026, a copy of which is attached hereto as **Exhibit D**. She addressed the Board regarding proposed replacement of electrical facilities serving Water Plant No. 1. Following discussion, the Board concurred to defer taking action as this time.

In connection with the proposed sidewalk improvement project along Woodtrace Circle, she advised that three (3) bids were received, and that the low bid was submitted by A Group Construction, LLC in the amount of \$36,081.05. Following discussion, the Board concurred to defer taking action on this matter pending receipt of additional bids.

STORMWATER MANAGEMENT PROGRAM

The Board considered the status of the District's Stormwater Management Program. The Board noted that a representative of Storm Water Solutions, LP was not present at the meeting, and deferred further discussion regarding the matter.

REPORT FROM ENVIRONMENTAL ALLIES

Mr. Haynes next presented and reviewed a report provided by EA for the month of March 2026 with regard to mowing and maintenance of District drainage and detention areas, a copy of which Report is attached hereto as **Exhibit E**.

The Board considered approval of a Second Amendment to Contract ("Second Amendment") between the District and EA, a copy of which is attached hereto as **Exhibit F**. Following discussion, Director Ricke moved that the Board approve the Second Amendment and authorize the President to execute same on behalf of the Board and the District. Director Berenger seconded the motion, which unanimously carried.

Mr. Haynes presented and reviewed four (4) maintenance proposals for locations 1-4, along with a proposal for sign blade procurement and installation, copies of which are included as part of **Exhibit F**. Following discussion, Director Ricke moved that the Board approve proposals 1-3, as well as the proposal for sign blade procurement and installation. Director Berenger seconded the motion, which unanimously carried. The Board concurred to defer taking action related to proposal no. 4.

Ms. Crotwell exited the meeting during review and discussion of the report provided by EA.

OPERATION AND MAINTENANCE REPORT

Mr. Rowe presented and reviewed the Operation and Maintenance Report for the month of February 2026, a copy of which is attached hereto as **Exhibit G**. He discussed a proposal in the amount of \$29,500 provided by Schneider Surgelologic for underground and well surge protection. Following discussion, the Board concurred to defer taking action at this time.

The Board then considered the District's Identity Theft Prevention Program (the "Program"). In connection therewith, Mr. Rowe presented WDM's annual report and advised the Board regarding the District's experience with identity theft during the prior year, current identity theft methods, the types of accounts maintained by the District and the District's business arrangements with other entities. He recommended that no changes be made to the District's

Program. After discussion on the matter, the Board concurred that no changes were necessary to the District's Program at this time.

Mr. Rowe next advised that WDM obtained a proposal in the amount of approximately \$17,000 to remove dead or damaged trees within the District. Following discussion, Director Ricke moved that the Board approve the proposal, as presented. Director Berenger seconded the motion, which unanimously carried.

RATE ORDER

Ms. Kelly next presented and reviewed correspondence from Best Trash, a copy of which is attached hereto as **Exhibit H**, regarding the annual CPI increase effective as of May 1, 2026, as well as a potential adjustment to the Rate Order based on a reduction in the groundwater pumpage fee charged by the San Jacinto River Authority, effective as of February 1, 2026. In addition, Ms. Kelly discussed some additional proposed revisions to the Rate Order, which are currently under review by WDM. After discussion, Director Braband moved that the District's Rate Order be amended, as discussed, that any and all Rate Orders heretofore adopted be revoked, and that the Rate Order, a copy of which is attached hereto as **Exhibit I**, effective as of May 1, 2026, be passed and adopted, subject to review of same by WDM. Director Berenger seconded the motion, which unanimously carried.

EPA'S FINAL NATIONAL PRIMARY DRINKING WATER REGULATION CONCERNING PFAS

Ms. Kelly reminded the Board about the ongoing Environmental Protection Agency's ("EPA") testing of primary drinking water and the regulations in connection with same. Mr. Rowe reported that WDM will continue to monitor the EPA's guidance, but at this time, the District's water is testing in acceptable levels for PFAS. Ms. Kelly noted no action from the Board was necessary at this time.

RULES AND REGULATIONS GOVERNING SEWER HOUSE LINES AND SEWER CONNECTIONS

Ms. Kelly next advised that the Texas Commission on Environmental Quality ("TCEQ") requires that all districts which provide or propose to provide sanitary sewer service consider adoption of rules and regulations. In connection therewith, she presented and reviewed with the Board proposed rules and regulations governing connections to the District's sewer collection system and advised that they provided for application of the criteria of the TCEQ. After due deliberation and discussion, upon motion duly made by Director Ricke, seconded by Director Berenger and unanimously carried, it was resolved that the District adopt the Rules and Regulations Governing Sewer House Lines and Sewer Connections as required by the TCEQ, such rules and regulations being attached hereto as **Exhibit J**, and that SPH be authorized to publish notice of the adoption of said rules and regulations as required by law.

HOMEOWNER ASSOCIATION MATTERS

The Board next considered homeowner association matters. No action was taken by the Board at this time.

UTILITY COMMITMENTS

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

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.

EXECUTIVE SESSION

The President announced that the Board was entering into executive session pursuant to Texas Government Code Section 551.071 at 2:30 p.m., for purposes of attorney-client communications. At this time all those present, with the exception of the Board, Ms. Kelly, and Kris Eddlemon exited the meeting.

At 2:34 p.m., the President announced that the Board would reconvene in Open Session. Director Berenger moved that WDM be authorized to waive penalty and interest charges in connection with certain accounts of the Lakes of Woodtrace Community Association. Director Ricke seconded the motion, which unanimously carried.

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.

ADJOURNMENT

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

Secretary, Board of Directors



LIST OF ATTACHMENTS

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| <u>Exhibit A</u> | Bookkeeper's Report |
| <u>Exhibit B</u> | Tax Assessor/Collector's Report |
| <u>Exhibit C</u> | Resolution Authorizing an Additional Penalty on Delinquent Real Property Taxes |
| <u>Exhibit D</u> | Engineering Report |
| <u>Exhibit E</u> | Report – Environmental Allies |
| <u>Exhibit F</u> | Second Amendment to Contract |
| <u>Exhibit G</u> | Operations and Maintenance Report |
| <u>Exhibit H</u> | Correspondence from Best Trash |
| <u>Exhibit I</u> | Rate Order |
| <u>Exhibit J</u> | Rules and Regulations Governing Sewer House Lines and Sewer Connections as required by the TCEQ |