

**MINUTES OF THE MEETING  
OF THE  
BOARD OF DIRECTORS**

October 2, 2025

THE STATE OF TEXAS	§
	§
COUNTIES OF FORT BEND AND WALLER	§
	§
WILLOW POINT MUNICIPAL UTILITY	§
DISTRICT OF FORT BEND AND	§
WALLER COUNTIES	§

The Board of Directors (the “Board”) of Willow Point Municipal Utility District of Fort Bend and Waller Counties (the “District”), met in regular session, open to the public, on Thursday, October 2, 2025, at 11:30 a.m., at 1330 Post Oak Boulevard, Suite 2650, Houston, Texas, a designated meeting place outside the boundaries of the District, and via ZOOM audio/video conference. The roll was called of the members of the Board, to-wit:

Simon VanDyk	-	President
Paul Breaux	-	Vice President
David L. Salley	-	Secretary
Dave Hall	-	Assistant Secretary
Jim Moses	-	Assistant Secretary

All members of the Board were present except Directors VanDyk and Salley, thus constituting a quorum.

Also participating in the meeting were Jim Grover of Ventana Development Katy, Ltd. (“Ventana”), a developer of land within the District; Mary Ann Mihills of Municipal Accounts & Consulting, L.P. (“MAC”), bookkeeper for the District; Sara Ahlschlager-Caudle of Utility Tax Service, LLC, tax assessor and collector for the District; Jenna Craig of Touchstone District Services (“Touchstone”); Spencer Day of Masterson Advisors, LLC (“Masterson”), financial advisors for the District; Lyndsay Evans and Marshall Green of Quiddity Engineering, LLC (“Quiddity”), engineer for the District; Ryan Mapes of SiEnvironmental (“SiEnviro”), operator for the District; Joseph Hopper of Storm Water Solutions (“SWS”); Phillip Smith of Guideline Management Services (“Guideline”); Brett Burgin and Matt Preston of Terry’s Landscape, LLC (“Terry’s”); Andrew Killion and Michael Vacker of NewQuest; Caroline Erck of Hanover

Company; Verna Gayle Bain and Jeff Bain, members of the public; and Ryan E. LaRue, Elizabeth Harris, and Alyssa Stanford (Legal Assistant) of Sanford Kuhl Hagan Kugle Parker Kahn LLP (“SK Law”), attorneys for the District.

The meeting was called to order at 11:32 a.m. Copies of the notices of the meeting are attached hereto.

### **HEAR FROM PUBLIC**

The Board noted that there were no members of the public who wished to address the Board.

### **Discuss annexation of 10.58-acre tract and consider approving Annexation Letter Agreement [Hanover/New Quest]**

The Board recognized Ms. Erck, who stated that Hanover Company (“Hanover”) and NewQuest are planning development of an approximately 10.58-acre tract of land near the District, and requested that the Board consider entering into an agreement for such tract to be annexed into the District. She noted that the tract would be developed into a 344-unit multi-family development by Hanover, and NewQuest would develop approximately 11,200 square feet as retail space.

Mr. LaRue reviewed with the Board an Annexation Letter Agreement between the District and Hanover for Hanover to pay for legal fees and engineering costs related to the annexation.

Ms. Evans then reviewed with the Board a scope memo to prepare a feasibility study for the proposed multi-family and retail developments.

Upon motion by Director Moses, seconded by Director Breaux, and after full discussion, the Board voted unanimously to approve the Annexation Letter Agreement. By the same motion, the Board voted unanimously to authorize Quiddity to prepare a feasibility study as discussed.

### **CONDUCT PUBLIC HEARING ON PROPOSED TAX RATE**

The Board noted that notice of the public hearing on the proposed 2025 tax rate was published pursuant to Chapter 49, Texas Water Code, as required. The Board opened the public hearing at 11:57 a.m. Mr. LaRue noted that the Financial Advisor to the District had recommended a tax rate of \$1.25 per \$100 of assessed valuation, consisting of \$0.75 per \$100 assessed valuation for utility debt service, \$0.05 per

\$100 assessed valuation for road debt service, and \$0.45 per \$100 assessed value for maintenance and operations.

The Board noted that no members of the public were present to discuss the tax rate. The Board closed the public hearing at 11:58 a.m.

**ADOPT ORDER SETTING 2025 TAX RATE**

The Board then considered adoption of a proposed Order Setting 2025 Tax Rate.

Upon motion by Director Moses, seconded by Director Hall, and after full discussion, the Board voted unanimously to adopt the Order Setting 2025 Tax Rate, establishing a 2025 tax rate of \$1.25 per \$100 of assessed valuation, consisting of \$0.75 per \$100 assessed valuation for utility debt service, \$0.05 per \$100 assessed valuation for road debt service, and \$0.45 per \$100 assessed value for maintenance and operations.

**APPROVE AMENDED NOTICE TO SELLERS AND PURCHASERS**

Mr. LaRue advised the Board that the Notice to Sellers and Purchasers would need to be revised to reflect the 2025 tax rate.

Upon motion by Director Breaux, seconded by Director Moses, and after full discussion, the Board voted unanimously to approve the Amended Notice to Sellers and Purchasers and to authorize filing of the same in the Fort Bend County Real Property Records, the Waller County Real Property Records, and with the Texas Commission on Environmental Quality (“TCEQ”).

**APPROVE MINUTES OF MEETING HELD SEPTEMBER 4, 2025**

**TAX ASSESSOR/COLLECTOR’S REPORT**

**BOOKKEEPER’S REPORT**

**REPORT FROM TOUCHSTONE DISTRICT SERVICES**

**RESOLUTION EVIDENCING REVIEW OF INVESTMENT POLICY AND INVESTMENT STRATEGIES**

Upon motion by Director Moses, seconded by Director Breaux, and after full discussion, the Board voted to:

- a. approve the minutes of the meeting held September 4, 2025;
- b. approve the Tax Assessor/Collector’s Report for the month of September, noting that approximately 99.51% of the 2024 taxes have been collected;

- c. approve the Bookkeeper's Report, including payment of bills; and
- d. approve the report submitted by Touchstone.

Copies of the Bookkeeper's Report, the Tax Assessor/Collector's Report, and the report submitted by Touchstone are on file in the official records of the District.

#### **RATIFY APPROVAL OF AUDIT**

Mr. LaRue reminded the Board that at the previous meeting, McCall Gibson Swedlund Barfoot PLLC ("MGSB") presented a draft of the audit of the District's financial statements for the fiscal year ended May 31, 2025. He requested that the Board ratify approval of the same.

Upon motion by Director Hall, seconded by Director Moses, and after full discussion, the Board voted unanimously to ratify approval of such audit subject to finalization of the same, and to authorize filing of the same upon completion with the Texas Commission on Environmental Quality ("TCEQ") and in the office of the District as required by the Texas Water Code.

#### **HEAR DEVELOPER'S REPORT**

The Board noted that no report was submitted.

#### **HEAR REPORT FROM HOA**

The Board noted that no report was submitted.

#### **HEAR ENGINEER'S REPORT**

The Board recognized Ms. Evans, who reviewed with the Board the Engineer's Report, a copy of which is on file in the official records of the District. She updated the Board on the status of ongoing construction projects within the District as detailed in such Report.

Ms. Evans stated that Pay Estimate No. 5 and Final was issued in the amount of \$101,825.00 to W.W. Payton Corporation ("WWPC") in connection with construction of Water Plant Expansion Phase III. She noted that Change Order No. 1 was prepared and is a reduction in the amount of \$22,000.00 for unused bid items in connection with the Water Plant Expansion Phase III project.

Ms. Evans reviewed with the Board a proposal from GFG Industries, LLC ("GFG") for touch-up coating work for the interior of at Water Plant No. 1 in the amount of \$2,500.00, and recommended the Board authorize GFG to complete such coating.

Upon motion by Director Moses, seconded by Director Breaux, and after full discussion, the Board voted unanimously to (1) approve Pay Estimate No. 5 and Final and Change Order No. 1 in connection with construction of Water Plant Expansion Phase III, (2) authorize GFG to complete touch-up coating work for the interior of at Water Plant No. 1, and (3) approve the Engineer's Report as submitted.

#### **HEAR OPERATOR'S REPORT**

The Board recognized Mr. Mapes, who reviewed with the Board the Operator's Report, a copy of which is on file in the official records of the District, as well as the list of "High Water Users". He also reviewed with the Board the delinquent list, a copy of which is on file in the official records of the District.

Upon motion by Director Breaux, seconded by Director Moses, and after full discussion, the Board voted unanimously to authorize termination of service to the customers listed on the delinquent list, as the customers were neither participating in the meeting nor presented any written statement on the matter. By the same motion, the Board voted unanimously to approve the Operator's Report as submitted.

#### **HEAR REPORT FROM GUIDELINE MANAGEMENT SERVICES**

The Board recognized Mr. Smith, who submitted to and reviewed with the Board a Park Maintenance Report, a copy of which is on file in the official records of the District.

Mr. Smith reviewed with the Board proposals submitted by Terry's for stump grinding and replacement of a fallen tree and an empty tree ring at the Anserra Phase I detention pond, and for removing and replacing three dead trees identified in the District. Mr. Smith also reviewed with the Board proposals for graffiti abatement and for relocation of a sign post.

Upon motion by Director Breaux, seconded by Director Moses, and after full discussion, the Board voted unanimously to approve the following proposals:

- (1) Stump grinding and replacement of two (2) trees at the Anserra Phase 1 detention pond in the amount of \$2,845.93 to be completed by Terry's;
- (2) Tree removal, stump grinding, and replacement of three (3) dead trees in the amounts of \$1,798.10, \$1,519.71, and \$852.43 to be completed by Terry's;
- (3) Graffiti abatement in an amount not to exceed \$529.00; and
- (4) Moving a sign post back from the sidewalk in the amount of \$345.00.

### **HEAR REPORT FROM TERRY'S LANDSCAPE**

The Board recognized Mr. Preston, who submitted a report on landscape maintenance and improvements throughout the District, a copy of which is on file in the official records of the District.

Mr. Preston stated that the October irrigation inspection is in progress.

The Board noted that no action was required.

### **HEAR REPORT FROM STORM WATER SOLUTIONS**

The Board recognized Mr. Hopper, who reviewed with the Board a report and pictures regarding drainage and detention facilities, a copy of which is on file in the official records of the District.

The Board noted that no action was required.

### **HEAR ATTORNEY'S REPORT**

#### **Discuss annexation of 10.58-acre tract and consider approving Annexation Letter Agreement**

##### **[Hanover/New Quest]**

The Board noted that this item was addressed earlier in the meeting.

#### **Consider existing agreements with and proposals from Storm Water Solutions and Terry's Landscape for the maintenance of the Districts landscaping, drainage, and detention facilities**

The Board then discussed landscaping and drainage and detention facilities maintenance and reviewed proposals from SWS and Terry's for the same.

Upon motion by Director Moses, seconded by Director Breau, and after full discussion, the Board voted unanimously to terminate the Master Service Agreement between the District and SWS for the maintenance of the Districts drainage and detention facilities, noting that SWS would complete the scheduled mowing in October. By the same motion, the Board voted unanimously to approve the proposal from Terry's for maintenance of the Districts drainage and detention facilities, noting that Terry's would perform fall overseeding in November.

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

**[SIGNATURE PAGE FOLLOWS]**

PASSED, APPROVED AND ADOPTED this 6<sup>th</sup> day of November, 2025.

(SEAL)

  
Secretary, Board of Directors