

BROOKSHIRE MUNICIPAL WATER DISTRICT
MINUTES OF BOARD OF DIRECTORS REGULAR MEETING

June 27, 2022

The Board of Directors (the "Board" or "Directors") of Brookshire Municipal Water District (the "District") met in regular session on the 27th day of June, 2022, at 6:00 p.m., in the meeting room of the District, 4004 6th Street, Brookshire, Texas, pursuant to notice of said meeting posted in accordance with Chapter 551 of the Texas Government Code, whereupon the roll was called of the members of the Board, to-wit:

Stephanie Green	President
LaKethia Connor	Vice President
Erin Jackson	Secretary
Michael Whitaker, Jr.	Assistant Secretary
Shirley Williams	Investment Officer

All members of the Board were present, except Director Whitaker, thus constituting a quorum. Also attending were Tonya Pierre ("General Manager"); and Monica A. Garza, attorney, of Radcliffe Bobbitt Adams Polley PLLC ("Attorney" or "RBAP").

The President, after finding that notice of the meeting was posted as required by law and determining that a quorum of the Board was present, called the meeting to order at 6:06 p.m. and declared it open for such business as may regularly come before it.

1. Public Comment.

The President first opened the meeting to public comment. There being no public comments, the President directed the Board to proceed with the agenda.

2. Approve Minutes of Prior Meetings.

The Board then considered approval of the minutes from the regular meeting of May 16, 2022. Director Green noted that such minutes incorrectly state that Riverway Properties' proposed development includes approximately 300 single-family units, when such proposed development actually includes approximately 500 such units. Upon a **motion** by Director Connor, seconded by Director Williams, after full discussion and with all Directors present voting aye, the Board approved the minutes from the regular meeting of May 16, 2022, subject to the above-referenced correction.

3. General Manager's Report.

Mrs. Pierre then explained that the Low-Income Household Water Assistance Program ("LIHWAP") offers emergency grant funds to economically disadvantaged households to assist them in paying for water and wastewater services. Mrs. Pierre presented a proposed Water Provider Agreement with the LIHWAP and the Brazos Valley Community Action Program ("BVCAP"), in which the District would agree to accept payment from the LIHWAP on behalf of

eligible customers of the District. Mrs. Pierre noted that when a customer applies for funds through the BVCAP, it may take up to 35 days for the District to receive payment from the LIHWAP, which could negatively impact the District's monthly revenue. Discussion then ensued regarding the District's potential participation in such program and methods by which to notify customers of the availability of such emergency funds. Mrs. Pierre recommended that the District only permit customers who are on the cut-off list to participate in such program.

Upon a **motion** by Director Connor, seconded by Director Jackson, after full discussion and with all Directors present voting aye, the Board approved execution of the Water Provider Agreement with the LIHWAP and BVCAP.

Mrs. Pierre next reviewed with the Board the General Manager's Report, a copy of which is available upon request. Mrs. Pierre briefly discussed the summary of the District's finances for the past month and the status of various active residential and commercial developments within the District.

Upon a **motion** by Director Williams, seconded by Director Connor, after full discussion and with all Directors present voting aye, the Board approved the General Manager's Report, as presented.

4. Review Administration/Personnel Matters.

Mrs. Pierre then discussed the Association of Water Board Directors' 2022 Annual Conference and explained that she neglected to register the Directors for such conference. Mrs. Pierre further explained that she did not register Director Williams for the Public Funds Investment Act training offered at such conference but noted that Director Williams was permitted to take such training upon registering in person at the event.

5. Determine a Date for Rate Order Workshop.

The Board then briefly discussed scheduling a special meeting at which to discuss the District's Rate Order. Mrs. Pierre stated that she will coordinate with the Board and RBAP to schedule such meeting in early July.

6. Directors' Reports.

Director Green reported that she and the District's Operator ("MOC") held a telephone conference with the Texas Commission on Environmental Quality (the "TCEQ") regarding the financial burden placed upon the District by the TCEQ's requirement that all water plants have a generator on-site. Director Green reported that MOC will revise the District's Emergency Preparedness Plan and resubmit the same to the TCEQ in an effort to demonstrate that a generator is not necessary at the Love's Travel Stop. Director Green stated that the District needs to continue to investigate options for funding the purchase of new generators.

Director Green then reminded the Board that as part of the District's participation in the TCEQ's Sanitary Sewer Overflow Initiative Program, the District conducted smoke testing on its wastewater lines in order to address certain deficiencies in its wastewater collection systems.

Director Green reported that MOC is reviewing the reports prepared by the contractor who performed such smoke testing and is determining the priority of repairs needed on such lines.

7. **Adjournment.**

There being no further business to come before the Board, the Board meeting was adjourned at 6:41 p.m.

PASSED, APPROVED and ADOPTED this the 1 day of AUGUST, 2022.



(DISTRICT SEAL)


Secretary, Board of Directors