

MINUTES  
MISSION BEND MUNICIPAL UTILITY DISTRICT NO. 1

January 14, 2026

The Board of Directors (the "Board") of Mission Bend Municipal Utility District No. 1 (the "District") met in regular session, open to the public, on the 14th day of January, 2026, at the Chelford City Regional Wastewater Treatment Facility, 15027 Alief-Clodine Road, Houston, Texas, outside the boundaries of the District, and the roll was called of the members of the Board:

Deborah B. Cupples	President
Kay Haynie	Vice President
Carol McDonald	Secretary
Mike Alderfer	Assistant Vice President
Carl S. Roecker	Assistant Secretary

and all of said persons were present, thus constituting a quorum.

Also present at the meeting were Jenna Craig of Touchstone District Services ("Touchstone"); Mary Ann Mihills of Municipal Accounts & Consulting, L.P. ("MAC"); Carlous Smith of Si Environmental, LLC ("Si"); Cameron Brown of Assessments of the Southwest, Inc. ("ASW"); Jolie Craft of Vogler & Spencer Engineering, Inc. ("Vogler"); and Audrey Briscoe, Kim Cannon, and Jakayla Canaday of Allen Boone Humphries Robinson LLP ("ABHR").

PUBLIC COMMENTS

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

MINUTES

The Board considered approving the minutes of December 15, 2025, regular meeting, January 13, 2026, special meeting, and January 5, 2026, In-District meeting. After review and discussion, Director Haynie moved to approve the minutes, as presented. Director Alderfer seconded the motion, which passed unanimously.

2026 DIRECTOR ELECTIONS

Ms. Briscoe discussed procedures related to the 2026 Directors Election. She reviewed a Resolution Designating an Agent of the Secretary of the Board of Directors during the 2026 Directors Election Period.

Ms. Briscoe reported on requirements to file a Notice of Deadline to File Applications for Place on the Ballot for the 2026 Directors Election.

Ms. Briscoe reported the District may contract with Fort Bend County to conduct the District's 2026 Directors Election.

Ms. Briscoe reviewed an Order Calling Directors Election. She then stated that Notice of Election may be required to be posted or published and provided to the County Clerk and Voter Registrar of Fort Bend County.

Following review and discussion, Director Roecker moved to (1) adopt a Resolution Designating an Agent of the Secretary of the Board during the 2026 Directors Election Period appointing Jakayla Canaday as the agent of the Secretary of the Board of Directors to perform the duties of the District's Directors Election, authorize the agent to post the related notice as required, and direct that the Resolution be filed appropriately and retained in the District's official records; (2) authorize the Secretary's agent to post the Notice of Deadline to File Applications for a Place on the Ballot; (3) approve the contract with Fort Bend County for election services; (4) adopt the Order Calling Directors Election and direct that the Order be filed appropriately and retained in the District's official records; and (5) authorize the Secretary's agent to post or publish and provide to the County Clerk and Voter Registrar Notice of Election, if required, and to direct that the Notice be filed appropriately and retained in the District's official records. Director McDonald seconded the motion, which passed unanimously.

#### UPDATE ON WEBSITE MATTERS AND AUTHORIZE APPROPRIATE ACTION

Ms. Craig distributed and reviewed the website report, a copy of which is attached. Discussion ensued regarding the number of visitors to the site, website content requirements, and additional communication content to be added to the website, which included winter articles related to preparing pipes for winter.

#### FINANCIAL AND BOOKKEEPING MATTERS

Ms. Mihills distributed and reviewed the bookkeeper's report, including a summary of investments and a list of checks presented for approval, a copy of which is attached.

Ms. Mihills reported that check no. 5385, in the amount of \$3,800.00, has been issued to the Fort Bend Subsidence District for the purchase of 100 Water Conservation Kits intended for Huggins and Holley Elementary, discussion ensued. This transaction will be reflected in next month's financial report.

Ms. Mihills reviewed Chelford City Regional Wastewater Treatment Facility (“CCRWTF”) budget for the fiscal year ending September 30, 2026, and Mission Bend Greenbelt Association (“MBGA”) budget for the fiscal year ending September 30, 2026, a copy of which is attached.

After review and discussion, Director Haynie moved to: (1) approve the bookkeeper’s report, the summary of investments, and payment of the bills; (2) approve the CCRWTF budget for the fiscal year ending September 30, 2026; and (3) approve the MBGA budget for the fiscal year ending September 30, 2026; Director Cupples seconded the motion, which passed unanimously.

ANNUAL REPORT REGARDING POST-ISSUANCE COMPLIANCE POLICY

Ms. Briscoe reported on the District’s compliance activities during the prior calendar year related to bond financing. She stated that no corrective action is required at this time.

ANNUAL DISCLOSURE STATEMENTS

In accordance with the District’s Investment Policy, the Board considered the annual disclosure statements of Mark Burton and Ghia Lewis as the District’s bookkeeper and investment officer, respectively. Ms. Briscoe explained that the statements disclose any relationships with entities or individuals who are offering, have offered, or may offer to engage in an investment transaction with the District, and the disclosure statements will be filed with the Texas Ethics Commission and the District. After review and discussion, Director Cupples moved to accept the disclosure statements as presented and to authorize they be appropriately filed. Director Haynie seconded the motion, which passed unanimously.

TAX ASSESSMENT AND COLLECTION MATTERS

Mr. Brown distributed and reviewed the tax assessor/collector’s report, including the delinquent tax roll, a copy of which is attached. He stated that 21.57% of the 2025 taxes had been collected as of December 31, 2025. Following review and discussion, Director Roecker moved to approve the tax assessor/collector’s report and payment of the tax bills. Director Alderfer seconded the motion, which passed unanimously.

OPERATION OF DISTRICT FACILITIES

Mr. Smith presented the operator’s report, a copy of which is attached. He reviewed general maintenance and repairs that have occurred since the last meeting, along with the Integrated Water System report included in the operator's report. Mr. Smith reported water accountability for the previous month was 92.22%.

Mr. Smith reported that the leak at Jama Mecca Masjid, located at 15001 Beechnut Street, has been resolved.

Ms. Haynie updated Mr. Smith regarding her meter box on Ensenada Street that has been inspected but remains unresolved. Mr. Smith confirmed that he will request the appropriate operator to help resolve the issue discussion ensued.

After review and discussion, Director Haynie moved to approve the operator's report. Director Roecker seconded the motion, which passed unanimously.

#### HEARING ON TERMINATION OF WATER SERVICE

Mr. Smith 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 the utility service bill and to show reason why utility service should not be terminated for the reason of non-payment. Mr. Smith also requested Board approval to send closed accounts to collections. Following review and discussion, Director Haynie moved to 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, and send closed customer accounts to collections. Director Roecker seconded the motion, which passed unanimously.

#### APPROVE RISK AND RESILIENCE RE-ASSESSMENT

Ms. Craft reported on certain certification obligations that the District must meet under the America's Water Infrastructure Act of 2018 (the "Act"). She stated that, pursuant to the Act, the District must certify to the Environmental Protection Agency that its community water system has completed a Risk and Resilience Assessment (the "Assessment"). Ms. Craft discussed the District's Assessment. After review and discussion, Director Cupples moved to: (1) approve the Assessment; (2) authorize the filing of certification of the Assessment with the Environmental Protection Agency; and (3) direct the Assessment to be filed, confidentially, in the District's official records and the confirmation of certification be filed in the District's official records. Director McDonald seconded the motion, which passed unanimously.

#### WEST HARRIS COUNTY REGIONAL WATER AUTHORITY (THE "AUTHORITY")

Ms. Briscoe discussed procedures related to nominating a candidate to serve as a Director for Precinct No. 1 of the Authority and reviewed a Resolution Nominating a Candidate for the Board of Directors of the Authority.

Ms. Briscoe then stated that the District is required to submit a 2025 Water Usage Reporting Form to the Authority by March 1, 2026.

Following discussion, Director Alderfer moved to authorize Si to complete and submit the Water Usage Reporting Form. Director McDonald seconded the motion, which passed unanimously. The Board did not take any action on the Resolution Nominating a Candidate for the Board of Directors of the Authority.

#### ENGINEER'S REPORT

Ms. Craft distributed and reviewed the engineer's report, a copy of which is attached. She updated the Board regarding development in the District and reviewed repairs and maintenance of District facilities since the last meeting.

Ms. Craft provided an update to the Board regarding the electrical upgrades to Water Plant Nos. 1 and 2. She stated that Water Plant No. 1 is 95% complete and in the process of being put back online. She noted that Water Plant No. 2 is substantially complete and is back online. The Chloramine Conversion at both plants is set to proceed once the electrical upgrades are finalized.

Ms. Craft informed the Board about a recent email received from an engineer. The engineer is seeking documents related to Empanada and the drainage channel, as part of the preparations for plans concerning Segment 29.

Additionally, Ms. Craft reported that the concrete fence around Water Plant No. 1 has been replaced with a chain link fence with privacy slats by Stone Castle Construction and recommended approval for payment in the amount of \$41,075.00.

Following review and discussion and based on the engineer's recommendation, Director Haynie moved to: (1) approve the engineer's report; and (2) approve payment in the amount of \$41,075.00, payable to Stone Castle Construction. Director Alderfer seconded the motion, which passed unanimously.

#### PHASE II SMALL MS4 GENERAL PERMIT AND STORM MANAGEMENT PLAN

No action taken.

#### REPORTS FROM DIRECTORS AND DISTRICT CONSULTANTS

The Board noted its next regular meeting date will be February 16, 2026, at 6:00 p.m. at the Chelford City Regional Wastewater Treatment Facility.

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



*Curt McDonald*

Secretary, Board of Directors

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