

BROOKSHIRE MUNICIPAL WATER DISTRICT
MINUTES OF BOARD OF DIRECTORS REGULAR MEETING

October 20, 2025

The Board of Directors (the "Board" or "Directors") of Brookshire Municipal Water District (the "District") met in regular session on the 20th day of October, 2025, 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:

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| Stephanie Green | President |
| LaKethia Connor | Vice President |
| Erin Jackson | Secretary |
| Shirley Williams | Investment Officer |
| NaKeshia Barley | Assistant Secretary |

All members of the Board were present, thus constituting a quorum. Also attending were Tonya Pierre, General Manager of the District; Linda Vela, an employee of the District; and Abigail C. Barnett, attorney, of Radcliffe Adams Barner PLLC ("Attorney" or "RAB").

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 6:02 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 August 19, 2025 special meeting and the September 15, 2025 regular meeting. A discussion ensued.

Upon a **motion** by Director Connor, seconded by Director Jackson, after full discussion and with all Directors present voting aye, the Board approved the minutes from the August 19, 2025 special meeting and the September 15, 2025 regular meeting, as presented.

3. General Manager's Report

Mrs. Pierre next presented to the Board the General Manager's Report, a copy of which is available upon request.

Mrs. Pierre reported to the Board there were no current requests or updates to report regarding high water usage at this time.

Mrs. Pierre updated the Board regarding the Emergency Response Plan ("ERP") Pro 10 Migration. Mrs. Pierre reported the ERP Pro 10 Migration training is scheduled for the second week in January 2026, requiring the District office to be closed to customers a total of four (4) half days. A discussion ensued, and the Board suggested closing the office on two (2) mornings and two (2) afternoons to maximize availability to customers.

Mrs. Pierre updated the Board regarding the Texas Water Development Board ("TWDB") CFO to Go program, stating the District's representative had passed away recently. The District is awaiting a response from the TWDB regarding assignment of another representative.

Mrs. Pierre reviewed the Water Leak Repair List ("List") with the Board stating field personnel were working on the List. A brief discussion ensued.

Mrs. Pierre reported to the Board receipt of two (2) applications for employment, stating one (1) of the applicants retracted his application and one (1) applicant is currently completing pre-employment requirements. A discussion ensued regarding the District's use of a staffing agency to hire employees.

Director Williams entered the meeting at this time.

4. Administrative/Personnel matters, including review of Personnel Policy

Pursuant to Section 551.071 of the Texas Government Code, Subchapter D, of the Open Meetings Act, the President then called the executive session to order at 6:22 p.m. to discuss matters of attorney-client privilege, personnel, real estate, security, and litigation. Present for all portions of the Executive Session were the Board of Directors, Mrs. Pierre and Ms. Barnett.

Reconvened in Open Session as of 6:47 p.m., the President declared the Executive Session was ended and open session was resumed.

5. Interlocal Agreement between District and City of Brookshire ("City") ("Interlocal Agreement")

The Board discussed the Interlocal Agreement between the District and the City for use of equipment. A discussion ensued regarding certain provisions of the Interlocal Agreement. It was the consensus of the Board to approve the Interlocal Agreement.

Upon a **motion** by Director Jackson, seconded by Director Williams, after full discussion and with all Directors present voting aye, the Board approved the Interlocal Agreement, as presented.

6. Directors' Reports

Director Connor noted to the Board the success with National Night Out and recognized Mrs. Pierre and her team for their participation in such event.

7. Annual Review Post-Issuance Tax-Exempt Debt Compliance Policy

Ms. Barnett briefly reviewed with the Board the District's Post-Issuance Tax-Exempt Debt Compliance Policies. Ms. Barnett stated that Mr. Barner would follow up with Director Williams, the District's Compliance Officer, regarding such policies.

8. Election Report

Ms. Barnett updated the Board regarding the proposed election for road bond authority for Defined Area No. 1. An extensive discussion ensued.

9. Executive Session

Pursuant to Section 551.071 of the Texas Government Code, Subchapter D, of the Open Meetings Act, the President then called the executive session to order at 7:08 p.m. to discuss matters of attorney-client privilege, personnel, real estate, security, and litigation. Present for all portions of the Executive Session were the Board of Directors, Mrs. Pierre and Ms. Barnett.

Reconvened in Open Session as of 7:10 p.m., the President declared the Executive Session was ended and open session was resumed.

10. Adjournment

There being no further business to come before the Board, the Board meeting was adjourned at 7:11 p.m.

PASSED, APPROVED and ADOPTED this the 17th day of November 2025.



President, Board of Directors

ATTEST:



Secretary, Board of Directors

(DISTRICT SEAL)

