

MINUTES
FORT BEND COUNTY MUNICIPAL UTILITY DISTRICT NO. 163

May 27, 2025

The Board of Directors (the "Board") of Fort Bend County Municipal Utility District No. 163 (the "District") met in regular session, open to the public, on the 27th day of May, 2025, at the offices of Allen Boone Humphries Robinson LLP, 3200 Southwest Freeway, Suite 2400, Houston, Texas, outside the boundaries of the District, and the roll was called of the members of the Board:

| | |
|-----------------|--------------------------|
| Richard Patrick | President |
| Jennifer Hundl | Vice President |
| Justin Ring | Secretary |
| Omar Cabello | Assistant Vice President |
| Andy Zepeda | Assistant Secretary |

and all of the above were present, except Directors Hundl and Ring, thus constituting a quorum.

Also attending the meeting were: Rose Montalbano of Municipal Accounts & Consulting, LP; Kristy Hebert of Tax Tech, Inc.; Ralph Saldana of Pape-Dawson Engineers, Inc.; Dee Russell of Touchstone District Services ("Touchstone"); and Adisa Harrington and Carnell Emanuel of Allen Boone Humphries Robinson LLP ("ABHR").

PUBLIC COMMENTS

There were no public comments.

MINUTES

The Board considered approving the minutes from the April 22, 2025, meeting. Following review and discussion, Director Patrick moved to approve the minutes, as submitted. Director Zepeda seconded the motion, which passed unanimously.

AUTHORIZE AUDITOR TO CONDUCT THE AUDIT

The Board considered authorizing McCall Gibson Swedlund Barfoot Ellis PLLC ("MGSBE") to conduct the audit for the fiscal year ending May 31, 2025. Ms. Harrington stated that the estimated cost of the audit is between \$13,500.00 and \$15,500.00. Following discussion, Director Zepeda moved to authorize MGSBE to prepare the audit for the fiscal year ending May 31, 2025. Director Patrick seconded the motion, which passed unanimously.

TRAVEL REIMBURSEMENT GUIDELINES AND ASSOCIATION OF WATER BOARD DIRECTORS ("AWBD") SUMMER CONFERENCE

Ms. Harrington reviewed the District's Travel Reimbursement Guidelines (the "Guidelines") in connection with the upcoming AWBD summer conference. Following discussion, Director Patrick moved to authorize up to four per diems, three hotel nights, and reasonable meals for each director attending the AWBD summer conference, all to be submitted in accordance with the District's Guidelines. Director Cabello seconded the motion, which passed unanimously.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Montalbano reviewed the bookkeeper's report and bills submitted for payment. A copy of the bookkeeper's report is attached. She also reviewed a draft budget for the fiscal year ending May 31, 2026 (the "FYE 2026 Budget"). Following review and discussion, Director Patrick moved to approve: (1) the bookkeeper's report and payment of the bills; and (2) the FYE 2026 Budget. Director Cabello seconded the motion, which passed unanimously.

TAX COLLECTION MATTERS

Ms. Hebert reviewed the monthly tax assessor/collector's reports for the month of April, 2025, and bills submitted for payment. A copy of the tax assessor/collector's report is attached. Following review and discussion, Director Cabello moved to approve the tax report and checks presented for payment. Director Zepeda seconded the motion, which passed unanimously.

ENGINEERING MATTERS

Mr. Saldana reviewed the maintenance report prepared by Storm Water Solutions, LLC, a copy of which is attached.

UPDATE ON 46-ACRE ANNEXATION

There was no update on this matter.

UPDATE ON 24-ACRE ANNEXATION

Ms. Harrington updated the Board on the 24-acre annexation.

ATTORNEY'S REPORT

There was no discussion on this matter.

WEBSITE MATTERS

Ms. Russell presented a communications report prepared by Touchstone, a copy of which is attached.

REPORTS FROM DIRECTORS AND CONSULTANTS


Director Patrick updated the Board on the previous and upcoming Districts Council meetings.

MEETING SCHEDULE

The Board concurred to tentatively schedule the next meeting for June 24, 2025, at 9:30 a.m. at the offices of ABHR.

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





Secretary, Board of Directors
Vice President

LIST OF ATTACHMENTS TO MINUTES

| | Minutes <u>Page</u> |
|----------------------------|------------------------|
| Bookkeeper's Report..... | 2 |
| Tax Report..... | 2 |
| Maintenance Report..... | 2 |
| Communications Report..... | 3 |