

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

FEBRUARY 10, 2025

THE STATE OF TEXAS §  
COUNTY OF HARRIS §  
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 537 §

The Board of Directors (the "Board") of Harris County Municipal Utility District No. 537 (the "District"), noticed a regular session open to the public, to be held at 11:30 a.m., on Monday, February 10, 2025, at 1330 Post Oak Boulevard, Suite 2650, Houston, Texas 77056, a designated meeting place located outside the boundaries of the District. Whereupon, at 11:30 a.m., the meeting was called to order and the roll was called of the members of the Board, to wit:

Jim Balock	-	President
Nancy Turner	-	Vice President
Francine Stefan	-	Secretary
Allen Watson	-	Assistant Secretary
William Sherwood	-	Assistant Secretary

All Directors were present, thus constituting a quorum. Copies of the notices of the meeting are attached hereto.

Also attending the meeting were Tiffany Carden of L & S District Services ("L & S"), Bookkeeper for the District; Shammarie Leon of Bob Leared Interests, Tax Assessor/Collector for the District; James Lott, P.E. of BGE, Engineers for the District; Jaison Sanwald of SiEnvironmental, LLC ("SiEnviro"), Operator for the District; David Salesky of GLF, trash contractor for the District; Justin Waggoner and Jenna Craig of Touchstone, website consultant for the District; Joshua J. Kahn and Deidra Daniels (Paralegal) of Sanford Kuhl Hagan Kugle Parker Kahn LLP ("SK Law"), Attorneys for the District; and members of the public Neville Henry and David Kahn.

Some Agenda Items were taken out of order.

### **HEAR FROM PUBLIC**

No Public comments were offered.

### **APPROVE MINUTES OF MEETING DECEMBER 9, 2024**

The Board reviewed the proposed minutes of the meeting of the Board held December 9, 2024, copies of which were previously distributed to the Board.

Upon motion by Director Watson, seconded by Director Turner, and after full discussion, the Board voted unanimously to approve such Minutes, as presented.

### **SPECIAL PROJECTS ENGINEER'S REPORT**

No Report was offered.

### **FINANCIAL ADVISOR'S REPORT**

No Report was offered.

### **GREEN FOR LIFE REPORT**

The Board recognized Mr. Salesky, who presented to and reviewed with the Board the Customer Service Report.

The Board noted that no action was necessary in connection with the Report.

### **LAKE MANAGEMENT REPORT**

The Board recognized Mr. Kahn, who, on behalf of the Lake Management Services, reviewed with the Board the weekly summary reports and groundwater use report.

The Board noted that no action was necessary in connection with the Report.

### **WEBSITE REPORT**

The Board recognized Mr. Waggoner, who presented to and reviewed with the Board the Website Report.

The Board recognized Mr. Kahn, who advised that the District's email accounts were currently provided by Off Cinco and that the cost would increase from \$50 per month to \$125 per month. The Board discussed moving the email service from Off Cinco to Touchstone.

Mr. Waggoner advised that the cost would be \$150 per month, which included not only email service, but access to Microsoft 365.

Upon motion by Director Stefan, seconded by Director Turner, and after full discussion, the Board voted unanimously to move its email service to Touchstone at a cost of \$150 per month.

#### **TAX ASSESSOR-COLLECTOR'S REPORT**

The Board recognized Ms. Leon, who reviewed with the Board the Tax Assessor/Collector's Report and checks presented for payment, noting that the District's 2024 taxes are 93.5% collected, with 30 accounts remaining unpaid.

Upon motion by Director Stefan, seconded by Director Turner, and after full discussion, the Board voted unanimously to (1) approve the Tax Assessor/Collector's Report; and (2) authorize payment of the tax checks listed therein.

#### **BOOKKEEPER'S REPORT**

The Board recognized Ms. Carden, who submitted to and reviewed with the Board the Bookkeeper's Report, payment of invoices, and Investment Report, copies of which are attached hereto.

Upon motion by Director Watson, seconded by Director Balock, and after full discussion, the Board voted unanimously to approve (1) the Bookkeeper's Report, (2) payment of invoices, and (3) Investment Report.

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

The Board recognized Mr. Sanwald, who submitted to and reviewed with the Board the Operator's Report, a copy of which is attached hereto. Mr. Sanwald also advised that SiEnviro had a new online payment system with First Billing and Heartland and requested approval of the contract documents. Mr. Sanwald also reviewed with the Board the proposal for installation of electronic meters in the District. After discussion, it was the consensus of the Board that electronic meters are not necessary at this time.

Upon motion by Director Turner, seconded by Director Sherwood, and after full discussion, the Board voted unanimously to approve the (1) contract documents with First Billing and Heartland; and (2) Operator's Report, as presented.

#### **AMENDED RATE ORDER**

The Board took no action.

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

The Board recognized Mr. Lott, who presented to and reviewed with the Board the Engineer's Report, a copy of which is attached hereto. Mr. Lott noted that, during the month of November, average water pressure within the District was 47.6 PSI, with a minimum of 43.1 PSI and a maximum of 53.1 PSI.

The Board noted that no action was necessary in connection with the Engineer's Report.

#### **WATER PRESSURE IN DISTRICT**

The Board recognized Director Watson and Mr. Kahn, who updated the Board on the status of the purchase of property from TxDOT for the proposed water repressurization system.

The Board noted that no action was necessary.

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

#### **Resolution Implementing 20% Penalty on 2024 Delinquent Taxes**

Consideration was then given to a proposed Resolution Implementing 20% Penalty on 2024 Delinquent Taxes.

Upon motion by Director Watson, seconded by Director Stefan, after full discussion, and the question being put to the Board, the Board voted unanimously to authorize a 20% penalty on 2024 real property taxes which are delinquent on July 1, 2025, and a 20% penalty on 2024 personal property taxes which are delinquent on April 1, 2025, and thereafter, and to approve the Resolution evidencing the same. A copy of said Resolution is on file in the official records of the District.

### **Resolution Regarding Tax Exemptions for 2025**

Consideration was then given to a proposed Resolution Concerning Tax Exemptions for 2025.

Upon motion by Director Watson, seconded by Director Stefan, and after full discussion, the Board voted unanimously not to grant any tax exemptions for 2025, and to approve the Resolution evidencing such decision. A copy of said Resolution is on file in the official records of the District. After further discussion, the Board requested that the Financial Advisor prepare a tax exemption analysis based on a \$5,000 over-65 or disabled exemption.

### **ADJOURNMENT**

There being no further business to come before the Board, upon a motion duly made and seconded, the Board by unanimous vote adjourned the meeting.

PASSED, APPROVED, AND ADOPTED this 14th day of April, 2025.



  
Secretary, Board of Directors