PORTER SPECIAL UTILITY DISTRICT
MINUTES OF BOARD OF DIRECTORS REGULAR MEETING
April 27, 2026

The Board of Directors (the Board of Directors) of Porter Special Utility District (the District) met in regular session at 7:00 p.m., on Monday, April 27, 2026, pursuant to notice of said meeting posted in accordance with Chapter 551 of the Texas Government Code.

1. **Call Meeting to Order** the President, after finding that the notice of the meeting was posted as required by law, called the meeting to order at 7:00 p.m. and declared it open for such business as may come before it.

   a. **Roll Call of the Board of Directors/Declaration of a Quorum**

Doug Pillow	President
Jodi Ruonavar	Vice-President
Caroline Denham	Secretary
Danny Bridges	Treasurer
Jason Ashy	Director
Donald Bell	Director
Charlie Lyons	Director

Director Denham took the roll, all Directors were present in the District Board Room, except Jason Ashy and Donald Bell, thus constituting a quorum. Also attending for the District were: Tabitha Valverde (Attorney), with Polley Garza PLLC (PG), Mike Kelly (Engineer) with Bleyl Engineering, Wendy Pafford, (Finance Manager), Chris Wright (Operations Manager), and Richard Tramm (General Manager). Also attending were Monica and Boyd Creamer (Homeowners).

   b. **Invocation**

Invocation led by Mike Kelly.

c. **Pledges of Allegiance**

Pledges of Allegiance led by Director Bridges.

2. **Public Comment**

Mr. and Mrs. Creamer are back asking for a variance exemption to our regulations about the placement of their backflow preventer. They feel they followed the steps needed to get a variance and covered their bases. They should have contacted Mr. Tramm to make an appointment to visit their home and view the site. Director Pillow explained what we need. They currently do not have a lawn watering system but may in the future. The water system is what needs to be protected. They do not understand the purpose of a backflow preventer at this time. Mr. Tramm explained that we operate at normal pressure and these devices protect from backflow. Mr. Tramm wanted to have this conversation prior to the meeting. Director Pillow says we do not have any information. Mr. and Mrs. Creamer feel what they presented in March is enough. Director Pillow does not want to decide at this time without Mr. Tramm and staff visiting the site. We are not saying we will not give the variance, but we need Mr. Tramm to see the site first. None of the Board will be there. We only set the Rules and Regulations. Mr. and Mrs. Creamer's contractor did not follow the Rules and Regulations. We want to work with the Creamers, but we have to be informed. We want everyone happy. Mr. Tramm presented them with another business card, and he will follow up with them. We will discuss the other gentlemen's situation in a bit. We will extend the grace period for the Creamers until our next Board meeting, so they do not have to worry about being cut off. When they call, leave a message and Mr. Tramm will get back within 24 hours. Mr. and Mrs. Creamer are just trying to follow the rules.

They left the meeting at 7:09 pm.

3. **Review and Approve Minutes**

a. Minutes from the Regular Board Meeting on March 30, 2026

Upon motion by Director Ruonavar, seconded by Director Bridges after full discussion with all Directors present voting aye, the Regular Board Minutes for March 30, 2026 were approved. Motion carried.

4. Old Business

None.

5. New Business

None.

6. Financial Report

a. Financials review – For month ending February 2026

Director Ruonavar said that Mrs. Pafford and Mr. Wright are doing a good job managing the Small Tools (Section 16505). It was only $1,800 for the year. They stayed way under Budget and that was due to filling the new trucks. Mrs. Pafford answered most of Director Ruonavar's questions on Friday.

Upon motion by Director Bridges, seconded by Director Ruonavar after full discussion with all Directors present voting aye, the Financial Statements for the period ending February 2026, were approved. Motion carried.

7. Engineering Report by Bleyl Engineering

a. Development Projects

i. 99 Business Center Waterline Change Order No. 1 for a deduction of $2,890.00 and Pay Application No. 3 (Final) for in the amount of $32,019.10 for Retainage

Upon motion by Director Ruonavar, seconded by Director Lyons after full discussion with all Directors present voting aye, 99 Business Center Waterline Change Order

No. 1 for a deduction of $2,890.00 and Pay Application No. 3 (Final) for in the amount of $32,019.10 for Retainage. Motion carried.

ii. Century Concrete Office/Warehouse Waterline including award of the Contract for Canterbury Waterline Improvements

Mr. Kelly said the bid was solicited and there is a single sheet with the Recommendation of Award. Century Concrete with P & Z Logistics is a sub-contractor and he and the Bid Committee recommend the award of $147,814.37 to them. Director Ruonavar asked if they had done a background check on Century. Mr. Kelly indicated that Bleyl is recommending them after reviewing their bid documents and similar work.

Upon motion by Director Bridges, seconded by Director Denham after full discussion with all Directors present voting aye, it was decided to award the Contract for the Century Concrete Waterline to Century Concrete with P & Z Logistics as the sub-contractor in the amount of $147,814.37. Motion carried.

b. Infrastructure Fee Projects

i. Pay Application No. 2 for Copeland Aerator Repairs and Disinfection to WETS in the amount of $49,068.00

Upon motion by Director Ruonavar, seconded by Director Bridges after full discussion with all Directors present voting aye, the Board approved Pay Application No. 2 for Copeland Aerator repairs and disinfection to WETS in the amount of $49,068.00. Motion carried.

They have installed the well header and should be pumping in the next week or two.

ii. Old Sorters WL including Pay Application No. 1 to Faith Utilities in the amount of $149,880.15

Mr. Kelly recommends payment.

Upon motion by Director Denham, seconded by Director Ruonavar after full discussion with all Directors present voting aye, Pay Application No. 1 to Faith Utilities in the amount of $149,880.15 was approved. Motion carried.

Faith Utilities is doing a great job considering the wet conditions. They are moving quickly.

c. Capital Bond Projects

i. Ferne Water Plant including Pay Application No. 16 to R & B Group, Inc. in the amount of $587,802.24

Upon motion by Director Bridges, seconded by Director Ruonavar after full discussion with all Directors present voting aye, Pay Application No. 16 to R & B Group, Inc. in the amount of $587,802.24 was approved. Motion carried.

There is good news, the old V-16 engine will be back out on Friday and the new pumps should be going down hole and should start pumping again on Friday. The water is going down ditches along Ferne and 1314 and not onto the Trout's property. With luck we should have two tests this week or next.

d. Impact Fee Projects

i. Copeland EST including Pay Application No. 18 to Caldwell Tanks for $40,786.41

Mr. Kelly recommends approval.

Upon motion by Director Ruonavar, seconded by Director Denham after full discussion with all Directors present voting aye, it was decided to approve Pay Application No. 18 to Caldwell Tanks in the amount of $40,786.41. Motion carried.

ii. Water Well Road GST and Booster Pumps

Tabled.

Director Pillow asked about Valley Ranch MUD and why did they not notify us about their annexation? It was just an oversight, said Mr. Kelly. It is still being addressed. They are trying to set up a meeting to bring back to the Board.

e. One-Year Warranty

Nothing at this time.

7. **General Counsel's Report**

a. US 59 North and Loop 494 Easements Acquisition Project, including engagement of Phelps Dunbar LLP, Property Acquisition Services Inc., and CBRE

Ms. Valverde recommends we engage them for this easement acquisition project. They have worked with the District in the past.

Upon motion by Director Ruonavar, seconded by Director Bridges after full discussion with all Directors present voting aye, the Board approves the engagement of Phelps Dunbar LLP, Property Acquisition Services Inc., and CBRE. Motion carried.

b. Kids' Meals Summer Juice Box Challenge

Polley Garza is participating again this year in case anyone wants to participate as well. Summer meals are provided throughout the summer for children up to the age of 18. This is for information only.

c. Update on pending or contemplated litigation, including possible closed session under Section 551.071, Texas Government Code, regarding

i. Contract with Lancaster + Wyatt Architects for design of District Administration Building

There should be an update next month.

ii. *Touchstone Strategies-MC2, LLC vs. Porter SUD*

There should be an update next month.

9. <u>General Manager's Report</u>

a. Operations Updates

i. Fleet vehicles & equipment and Daily Wells Report

ii. Well Production and Water Loss Report

iii. Personnel

There should be a Budget Meeting soon.

b. Rates and Fees

i. Rate Study Update

We will take the first shot at rate matters during the Budget Meeting. We will try to keep at smaller amounts and more frequently.

ii. Paystar Fees

Nothing.

c. Administration Building Proposal

As far as the Administration Building, is concerned, there is survey work being done to get the actual footprint aligned within the buildable area.

d. Submittal of Water Conservation Plan/Drought Contingency Plan to regulatory agencies

A sample of the conservation items that have been purchased were passed around. We place them in new customer bags along with other items, tools, and educational materials. Directors are welcome to take some too. There is no need to submit, and no further action is needed.

e. Consider Cross-Connection Control Program variance request:

i. 24661 Gilbert Dr. 4-A

The backflow is at a house and his ¾" meter is on East Martin. All of his properties need them, but only on new accounts (if you look on the map provided there is one to the left, right, above, and below are all his properties). He does not own the corner of Martin and Gilbert. They all have an individual meter. His contractor put it at his house. Our staff believes his backflow is not compliant due to the current placement. The line runs through others property. Something could happen between the two points in the future. We do not see room as the Rules are currently written to give a variance. The owner knows the item was on the Agenda and did not know if he could be here. Mr. Wright says if an individual had a desire to want a variance, they should have asked prior to the start of the work. Mr. Tramm was previously licensed, it meets TCEQ minimum requirements, however we have stronger regulations than TCEQ minimum standards. Mr. Wright also says variances for reason are not unusual. We want to take a fairly strict approach. There are exceptions. Director Bridges asks why required. They are needed due to multiple connections on one piece of property. We are trying to be proactive and not reactive. We believe it needs to be moved to where it belongs by policy. If there is a specific hardship we have options.

Upon motion by Director Ruonavar, seconded by Director Lyons after full discussion with all Directors present voting aye, the Board decided to deny the variance at 24661 Gilbert Drive 4-A. Motion carried

ii. 22106 Sandalwood St.

Tabled until next month. The customer was given information to make an appointment with Mr. Tramm to review.

We received a renewal from our Auditor for next year not to exceed $37,800. It is less than last year due to that being year one with this firm. It was decided to renew.

10. Confirm or Propose Next Regular (and Special if needed) Board Meeting

The next Regular Meeting will be on Monday, June 1, 2026, at 7:00 pm due to our regular May meeting date being on Memorial Day.

11. **Executive Session**

None needed at this time.

12. **Director Comments**

Director Ruonavar wants to let other Directors know about some Webinars that take about 1 – 3 hours each. She has received several certificates for completion. She has taken many Webinars. She does them while she is doing other things. There is lots of flexibility with them.

13. **Adjournment**

There being no further business to come before the Board, upon motion by Director Lyons, seconded by Director Bridges after full discussion and all Directors present voting aye, the meeting was adjourned at 7:44 p.m.

PASSED and **APPROVED** this the 29th day of June 2026.

President, Board of Directors

Secretary, Board of Directors

PORTER SPECIAL UTILITY DISTRICT
MONTGOMERY COUNTY
TEXAS