Bolivar Peninsula Special Utility District
Minutes of the Regular Meeting, March 10, 2026

Directors Present	Staff Present	Others Present
Bradley Metz, President	Sheila Cunningham, GM	see attachment "A"
Kerry Aycock	Clifford Howard	Attached hereto for all
Chris Huston	Ritchie Rodriguez	purposes and incorporated
Mike Plane	Barbara Cowie	herein
John Irvine	Cherina Perimon	
Shauna King		

Item 1 Call to Order: At 6:00 PM Bradley Metz, declared a quorum present and called the meeting to order.

Item 2 Pledge of Allegiance and moment of silence: The Pledge of Allegiance was led by Mike Plane and cited by all present. Afterwards, a moment of silence was observed.

Item 3 Approve minutes of the February 10th 2026 General Meeting:
A motion was made by Shauna King and seconded by Mike Plane to approve the February 10th 2026 minutes of meeting as corrected to reflect John Irvine seconding the motion for item 14.

Item 4 Approve the minutes of the Special Called Meeting on February 28, 2026:
A motion was made by Shauna King and seconded by Chris Huston to approve the minutes of the Special Called Meeting on February 28, 2026.

Item 5 Approve the minutes of the Town Hall Meeting on February 28, 2026:
A motion was made by John Irvine and seconded by Shauna King to approve minutes for the Town Hall Meeting on February 28, 2026.

Item 6 Committee Reports and possible action.

a. Audit & Finance:
Report on review of check registers, invoices, investments, and bank statements for February 2026 was presented by Kerry Aycock

b. Waterline Upgrade Committee:
Tentative schedule for Contract 4 was presented by Sheila Cunningham. Construction will begin in Kingston Beach Monday, March 16th. The remaining schedule is subject to change

c. Personnel, Policy & Procedures Committee:
Personnel Policy Handbook update was presented by Brad Metz. The Policy update is tabled until revisions are complete.

Item 7 Public Comments
Brenda Faulkner

Item 8 Manager's Report: The manager's report was presented by Sheila Cunningham. The following items were reported and/or discussed:

a. A Review of Trial Balance, Comparative Budget Report and Account Balance Summary List: The Board reviewed the Trial Balance Report, Comparative Budget Report and the Account Balance Summary through February and found everything to be in order.

b. Review System Operational Reports:
* District Water Losses. The District experienced a four-month average water loss of 4.75% and 4.57% for February 2026.
* The District has 6382 active accounts through February. In February, 22 accounts were liquidated and 62 were shut-off for non-payment.
* Total water sales for February was $494,095.00
* The average water bill for 2026 is $78.89 and the monthly average for February was $78.03.
* Water pumped was 22,569,000 gallons and water sold was 15,401,000 gallons with a loss difference of 7,168,000 gallons for District flushing, County usage and fire department usage. There were 8 leaks repaired. There were 0 reportable accidents for the month and 0 injuries.

c. Review activities: There has been one new hire for Field Crew. Applications are still being accepted.
TCEQ Inspection was completed. Rust was a concern and will need to be addressed.
Met with David Harris and other community leaders. Toured the plants with two Board members.

d. Finances: Net income for February was $-534,503.00.

Item 9 Review of Trial Balance, Comparative Budget Report, and Account Balance Summary List
presented by Sheila Cunningham

Item 10 Update on Capital projects
Waterline upgrades are scheduled to begin for contract 4 on March 16, 2026. Bolivar Plant Pump Upgrade is progressing. The impellers were installed incorrectly and have been returned to factory for correction. The Capital Improvement plan is in progress. A draft was presented.

Item 11 Discussion and possible action on SUD to MUD conversion consideration

The Committee recommended no further Sud to MUD consideration at this time. There was a motion to disband the committee and not move forward with any further research made by Shauna King and a second by John Irvine and a unanimous vote in favor of ending the SUD to MUD conversion discussion.

Item 12 Discussion and possible action on Election of Board Secretary and Board Vice-President
Nomination by President Brad Metz of Michael Plane as Vice-President with a second by John Irvine and all in favor.
Nomination by John Irvine of Chris Huston as Secretary with a second by Shauna King and all in favor.

Item 13 Discussion and possible action on Publication of Meeting audio recordings
Tabled

Item 14 Discussion and possible action on Water Conservation Plan update
John Irvine made a motion to approve the updated Plan with a second by Mike Plane. Shauna King abstained.

Item 15 Discussion and possible action on Employee Health Insurance Policy
Current insurance policy rate increased by 85%. Quotes are being requested for other policies and providers. No action at this time.

Item 16 Executive Session: Meet in closed session as follows:
6:53 PM

a. Pursuant to §551.072 Deliberation Regarding Real Property
Video conference with legal counsel

b. Pursuant to §551.074 Deliberation Regarding Personnel
Interviews with six applicants for two Director vacancies

Item 17 Reconvene in open session.
8:42 PM

Item 18 Consideration and possible action regarding Executive Session

a. Pursuant to §551.072 Deliberation Regarding Real Property
A motion to move forward with Consultant recommendations was made by John Irvine with a second from Shauna King, Chris Huston abstained

b. Pursuant to §551.074 Deliberation Regarding Personnel
Shauna King made the motion to appoint Patrick Tinsley as Board Director filling a vacant seat with a second from John Irvine and all in favor
John Irvine made the motion to appoint Toshia Daughtry as Board Director filling the second vacant seat with a second from Shauna King and all in favor.

Item 19 Director's comments regarding future committee meetings

- Personnel Committee-Personnel Policy Handbook review
- Communications Committee- Publication of Meeting audio recordings and Bolivar live interview with Kerry Aycock

Item 20 Director's comments regarding future agenda items

- Database for liquidated accounts in conjunction with capacity request
- Communications Committee- Publication of Meeting audio recordings
- Personnel Committee-Personnel Policy review
- Employee Health Insurance Policy

Item 21 Set date for next regular Board meeting
April 14, 2026

Item 22 Adjournment
A motion was made by Shauna King and seconded Michael Plane to adjourn at 8:52 PM. Motion passed unanimously.

CERTIFICATION

I, the undersigned, do here by certify the above to be a true and accurate record of the Bolivar Peninsula Special Utility District Board of Directors' meeting conducted on March 10, 2026.

Brad Metz, Board President
Chris Huston, Secretary