

MINUTES OF A PUBLIC HEARING AND REGULAR MEETING
OF
TRINITY BAY CONSERVATION DISTRICT
Wednesday, October 8, 2025
9:00 O'clock A.M.

THE STATE OF TEXAS
COUNTY OF CHAMBERS

The Board of Directors of Trinity Bay Conservation District met at the offices of the District in Stowell, Texas on Wednesday, October 8, 2025, with the following Directors present:

Victor Caraway	President
Richard Nicely	Director
Annette Rayburn	Director

Also present were Jerry Shadden, David Hoyt, Crystal Threadgill, Amos Roy and Diane Newsome, District Employees; Kate Leverett of Germer PLLC, Ryan Byrd of Plummer, Celeste Denora of the Vindicator, and Josh Kahla - Chambers County Constable, Precinct 5.

Agenda Item 1:

President Caraway called the meeting to order at 9:00 a.m.

Agenda Item 2:

The meeting was opened with a prayer by General Manager Shadden, who then led us in the Pledge of Allegiance to the American and Texas flags.

Agenda Item 3:

PUBLIC COMMENT

None.

Agenda Item 4:

MINUTES OF A PUBLIC HEARING AND REGULAR MEETING

Director Rayburn made a Motion to approve the Minutes of a Public Hearing and a Regular Meeting held September 10, 2025. The motion was seconded by President Caraway and it passed by unanimous vote.

Agenda Item 5:

FINANCIAL REPORTS

Director Nicely, made a Motion to approve the Financial Reports for September 30, 2025. The motion was seconded by Director Rayburn and it passed by unanimous vote.

Agenda Item 6:

TAX REPORTS

Director Rayburn, made a Motion to approve the Tax Reports for September 30, 2025. The motion was seconded by Director Nicely and it passed by unanimous vote.

Agenda Item 7:

ACCOUNTS PAYABLE

Director Nicely, made a Motion to approve Accounts Payable. The motion was seconded by Director Nicely and it passed by unanimous vote.

Agenda Item 8:

2025-2026 BOARD MEETING SCHEDULE

Director Nicely, made a Motion to approve the 2025-2026 Board Meeting Schedule. The motion was seconded by Director Rayburn and it passed by unanimous vote.

Agenda Item 9:

2025-2026 HOLIDAY SCHEDULE

Director Nicely, made a Motion to approve the 2025-2026 Holiday Schedule. The motion was seconded by Director Rayburn and it passed by unanimous vote.

Agenda Item 10:

RENEWING ONE-YEAR CONTRACT FOR REGROUP

General Manager Shadden – Last year when we renewed this, we had a little over 300 and now we have over 600. Diane does this and gets it out at night, weekends, days whenever it needs to be done. People seem to like it and, in my opinion, I think it is worth the money.

President Caraway – So, it is costing \$8.00 per customer that we serve with the ones that choose to be on it.

General Manager Shadden – Yes, and we push it. When you sign up, you get a letter with it, it's on our website and Facebook page. We push it very hard and the people that do have it appreciate it.

Diane Newsome, District employee – All new customers, I attach it with their packet.

Director Rayburn – And when people come in to pay, is there something that we can give them then?

Diane Newsome, District Employee – We are doing that, if it is not super rushed it is a whole lot easier. I tried to do it on one of the rush days and it didn't go so well. I got some out, but not all of them.

General Manager Shadden – It's amazing all the floor traffic we have here.

Diane Newsome, District employee – She has it on Facebook and we have it on the website.

President Caraway – Try to remember to put it on Facebook monthly maybe.

Crystal Threadgill, District employee – I mentioned, that maybe when we have the boil water notices that the guys have to go and hang on the doors, that we staple the QR code paper to sign up for the regroup notification to the back of them, so we are getting them out to more people.

Diane Newsome, District employee – That was a very good suggestion. We are trying to think of anything and everything to get it out there to get more people to sign up.

President Caraway – Its good. I am with Jerry, I think we go another year and hopefully we pick up more.

Director Nicely – So out of 600, how many do we think are outstanding customers?

General Manager Shadden – We have about 6,000 customers.

Director Nicely – We have roughly 10% and we did double it, so I guess I am good with going an extra year.

Director Nicely, made a Motion to approve renewing a one-year contract for the Emergency Notification System with Regroup Mass Notification. The motion was seconded by Director Rayburn and it passed by unanimous vote.

Agenda Item 11:

RESOLUTION 25-13 FINANCING WITH GOVERNMENT CAPITAL WITH GOVERNMENT CAPITAL

General Manager Shadden – We talked about this in the Budget Workshop, about financing 3 vehicles again. They are in the budget already, it is just for us to borrow the money, Kate has to sign off on a letter and the Board has to sign a Resolution for us to borrow the money for 3 years in 3 packets. We have done this in the past and it seems to work well. We are in the third year of the ones we bought 2 years ago. These trucks we are replacing have 250,000 miles on them and the one ton is the same way. They are old and they need to be replaced. These are all on the water side.

Director Rayburn made a Motion to approve Resolution 25-13 purchasing two ½ ton pickup trucks in water from Winnie Dodge and one 1 ton from Silsbee Ford financed by Government Capital for three years. The motion was seconded by Director Nicely and it passed by unanimous vote.

Agenda Item 12:

PURCHASE OF 3 REPLACEMENT PIECES OF EQUIPMENT IN DRAINAGE

General Manager Shadden – I mentioned this again in our Budget Workshop. We needed to replace some equipment. The Caterpillar Trackhoe that was purchased in 2012, The Dozer D3 we have had a lot of problems with it, we did a track job on it about 3-4 years ago and needs one again, and the 308 Caterpillar we are replacing it with a PC130 which is a little bit larger machine than the 308.

President Caraway – Roughly how many years does a piece of equipment like that last us?

Amos Roy, General Forman – The 329 we have had for almost 15 years.

President Caraway – Okay, so 10-15 years on a piece of equipment.

David Hoyt – About 10,000-11,000 hours.

General Manager Shadden – I think in 2012 I bought 3 of them at one time because I bought them before they went to Def. These are in the Budget.

President Caraway – How much money are we spending?

General Manager Shadden - \$364,000.00 on the 329, \$375,000.00 on the Dozer and \$196,760.00 on the mid-sized excavator.

Director Nicely – Looking at all the work Amos and his crew has done over the last couple of years since I have been on the Board, we have definitely gotten our moneys worth out of this equipment.

Director Nicely made a Motion to purchase three replacement pieces of equipment in drainage; Komatsu Trackhoe PC290LC-11, Komatsu Dozer D61PX-24 and Komatsu Trackhoe PC130LC-11. The motion was seconded by Director Rayburn and it passed by unanimous vote.

Agenda Item 13:

PURCHASE OF 1 MINI EXCAVATOR IN UTILITIES

General Manager Shadden – We replaced 2 and we bought a 3rd as an extra when we put on the construction crew. All 3 were bought about the same time. We are replacing the 3rd one out of the 3 Caterpillar 304's. Again, this is in the Budget.

President Caraway – Yes, and it is \$72,035.00.

General Manager Shadden – It is a 60 Month Governmental Lease. Which means if something catastrophic happens and we do not have the money to pay the note, we just send them back.

Director Rayburn made a Motion to purchase a replacement mini excavator in water, Komatsu Trackhoe PC45MR-5. The motion was seconded by Director Nicely and it passed by unanimous vote.

Agenda Item 14:

APPROVAL OF PAYMENT FOR EASTEX UTILITY FOR 20" WATER LINE PROJECT,

General Manager Shadden – They have all the water line material in and everything on the South side of the freeway is tied in and cleaned up and they have pretty much cleaned up along the access road. All they have left are the taps inside the plant itself. As David said, they were supposed to be making those taps today, so they should be able to fill it up and put a Bac-T on it and pressure test it, I would think possibly the end of the month it would be up and running. It just depends on the Bac-T test and the pressure test.

David Hoyt – And final tie ins.

General Manager Shadden – They have been after it pretty good. So, this is the work they have done and the material that they have put in the ground.

Director Nicely – On a project this size, how long does it take to sanitize the piping and the water so it comes out...

General Manager Shadden – What they do is, as they are laying the line, it depends on what size of the pipe, they calculate it, and they put a cup of chlorine every joint of pipe. When we used to do it, it would come in granule and we would take the cap and throw a full cap at every joint, then you fill the line up and let it sit for 3-4 days and come back and flush the line and take a sample. That is new pipe so it should be pretty easy to do.

Director Nicely, made a Motion to approve a payment of \$198,023.98 to Eastex Utility for work and materials on hand for the 20-inch water line project. The motion was seconded by Director Rayburn and it passed by unanimous vote.

Agenda Item 15:

CHANGE ORDER FOR \$19,140.00 TO EASTEX UTILITY FOR DRY BORE UNDER ACCESS ROAD

General Manager Shadden – I believe I explained this last month that what happened is, on the South side there are several fiber optic telephone lines going through there and they were deep. When they come out and locate them for you they tell you where they are, but they do not give you the depth or anything. They tried to expose them and some of them were up to 15' deep. What they wanted to do was instead of going straight across where we are line with out right of way, they wanted to move down 40-50 feet so the cables were shallower and then come back or the other alternative was to use a dry bore that way they could control it better and not hit the lines. It was more expensive to go down and back with the extra pipe and materials, so I approved them to do a dry bore under I10 with a change order of \$19,140.00.

Director Rayburn made a Motion to approve a change order for \$19,140.00 to Eastex Utility for a dry bore under the access road instead of a wet bore for the 20-inch water line project. The motion was seconded by Director Nicely and it passed by unanimous vote.

Agenda Item 16:

UPDATE ON WATER TANK PROJECT

General Manager Shadden – We received a letter from the TCEQ saying that it is administratively approved and they are sending it to the engineering department. They have agreed that it is what it is supposed to be, so we are in good shape.

NO ACTION NEEDED.

Agenda Item 17:

UPDATE ON WESTSIDE WASTEWATER EVALUATION STUDY

Presentation by Ryan Byrd, Project Manager with Plummer, LLC. and on screen were Trevor-Lead Modeler, Eon-Project Engineer, and Bridget- Modeling Team Leader.

NO ACTION NEEDED

Agenda Item 18:

UPDATE ON SEWER AGREEMENT BETWEEN TRINITY BAY AND THE CITY OF ANAHUAC

Kate Leverett, District Counsel – Yesterday we met with Richard Baker, The city of Anahuac's Attorney, present Jared DeFrancis and representatives from the City of Anahuac. We tried to nail down the path forward. Trinity Bay is looking at what it is going to do to get our plant back up and running. So, Jerry is going to meet with Jared Defrancis out there and LJA is going to put a plan of what needs to be done to get that back up and running. Also, LJA is going to file an application to get it re-rated and the City of Anahuac and Trinity Bay will split that cost. What that means is it will be rated for higher flow usage. Once you get to the 75% rule, you Have to show you are in plans for a new plant and this will postpone that a little bit.

En, we talked about the current agreement from 1984, I have it and I have been reviewing it, and we are going to update that agreement to outline a little bit more in detail what the City's responsibility is versus Trinity Bay's. I think what we have agreed upon, which is subject to negotiations, is once Anahuac's plant is at 70%, then it would trigger Trinity Bay to start looking into funding options to essentially build our own plant. That would take a year to get funding and possibly up to 3 years to get everything. But we really want the Lakes of Anahuac to come, and we want to serve them and both entities are trying to figure out the best way to move forward.

NO ACTION NEEDED

Agenda Item 19:

ELECTING BOARD MEMBER POSTIONS

TABLED

Agenda Item 20:

SURPLUS PROPERTY

1. Caterpillar D3 Dozer
2. Caterpillar 308 Trackhoe
3. Caterpillar 329
4. Vibratory Hammer
Ice G Power Pack
5. D&M HD 480 Slashbuster attachment for an Excavator
6. D&M Machine Division Slashbuster Model # XL460 (308 Attachment)
7. D&M Machine Division Slashbuster Model # XL460 (308 Attachment)
7. Kubota 326 Lawnmower
8. Ford ½ Ton Pick
9. Ford ½ Ton Pick
10. Caterpillar 304
11. Landa Pressure Washer
W/ Top Hat Trailer
Combo

Director Nicely made a Motion to declare property as surplus. The motion was seconded by Director Rayburn and it passed by unanimous vote.

Agenda Item 21:

TREATMENT OF AQUATIC VEGETATION IN THE ANUHUAC WATER RESERVOIR

General Manager Shadden – We have had taste and odor problems on the West side from the algae growing inside the pond at the reservoirs. I asked Mark Mitchell, our spray guru, to look into it and see what we could do about it. They make some chemicals that we can put in there to kill the algae. WE usually have taste and odor problems a couple of times a year, if you recall, we used copper sulfate, and it ate the aluminum boat up, it is very toxic. So what we want to do it, really at this time of year it is kind of late, so next spring, we will have to do some piping to isolate some of it, we have three different cells in there now, so we will isolate one and go in there and treat it and kill the algae and then put it back in service and then do the next. It will be a pretty lengthy process. I got with the experts at LJA and once we got into it, it will be better to do this next spring, so if the Board wants to wait until a later date and approve it then, but we will have to go in there and do some piping and gate work to so this in the future.

TABLED.

Agenda Item 22:**PURCHASE 250 ELECTRONIC READ METERS**

General Manager Shadden – We still have 200 in the back, and we are putting them in just about everyday ourselves. We are through with the contractors. We are going to do the rest of it ourselves. This does not mean I am going to purchase all of them tomorrow, but if he puts in 100 and I need them, the Board approves for us to go ahead and buy them. We will buy them a little at a time as we need them. We also have 4 big totes of the old meters, the best bid we received came from Baytown scrap iron, so we will bring those to them, and we will get quite a bit of money for that brass. \$2.00 per Lb.

David Hoyt – We have about 8,000 lbs. of meters back there right now.

Director Nicely, made a Motion to approve the purchase of 250 additional electronic read meters at a cost of \$80,500.00. The motion was seconded by Director Rayburn and it passed by unanimous vote.

Agenda Item 23:**ADDRESS LOW PRESSURE PROBLEMS ON PINE HOLLOW**

General Manager Shadden- This is the same problem as Belton Lane and I will get into Belton Lane a little bit further down in the slides. I had Josh go out and put a pressure meter on this, this guy has been complaining for a long time, he is on a 2" line on Hwy 563 up around the Ranches of Turtle Bayou headed toward Liberty. On average there is 63 psi, but there is quite a few homes on it and the low is 35 psi. It is pretty much the same thing that we had on Belton Lane and what I would like to do is do the same thing, it used to be a little bit further down to the South at Sherman we have an 8" line and we started serving into the Ranches of Turtle Bayou and there is a 6" that goes in there, so we want to tie on to that 6 " go North about ½ way down to Pine Hollow and put a fire hydrant in there cause part of his complaint is there is no fire protection there either. We had the plans developed for Belton Lane by LJA and they should go before the County on Tuesday, to get an easement from the County for Belton Lane and we also have a permit from TxDot to bore under the Highway and tie into the 12, so all the plans are done for that one, but as you can see it took us 2 months for us to be able to survey it, plans, stamped and everything and it is going to Commissioners court next Tuesday for them to give us an easement down Belton Lane to be able to put the 6" down there, and this is pretty much what we are doing for Pine Hollow.

Director Rayburn, made a Motion to approve developing plans to address the low-pressure problems on Pine Hollow. The motion was seconded by Director Nicely and it passed by unanimous vote.

II. DRAINAGE REPORT:

Amos Roy reported on Drainage.

RUSH DITCH:

The dragline is back on Rush ditch. We are on the East side this time and we started at the mouth of Rush where it dumps into Spindletop. We will work this watershed upstream towards I-10.

DOUBLE BAYOU TRIBUTARY:

We were able to finish the West side of this tributary all the way to the East Fok of Double Bayou on 9-25-25.

ELM BAYOU:

This machine finished the section it was working North of Fairview and we have placed it on the South side of Fairview where it continues to much vegetation on the water shed.

CANE BAYOU @ ROBINSON LAKE SALT CHECK:

We were able to get equipment moved into the location on 9-22-25 to start preparing the are to receive the crushed concrete to help protect the salt check and surrounding banks.

SPRAY CREW:

Ground crews are spraying on the West side of our District and were able to cover approximately 20 miles of watershed. They also continue to mow ditch right of ways when weather is not permissible for herbicide applications. We are trying to get another helicopter application by the middle of the month.

AREAS THAT NEED ATTENTION:

I have listed below areas and locations that we need to get to in no particular order or priority:

1. Oyster Bayou South of Fairview (Field drainpipes started on 10-1-25)
2. Parts of Double Bayou and its major tributaries (Finished the Westside of the second tributary)

- 3. Repair a swing gate at Brown and Root gates located on the South end of Robinson Lake. (Middle gate is gone.) (Lumber came in on 9-9-25)
- 4. Fix the erosion at Fitzgerald's gates on the North side of Robinson Lake. Ordered the mirifi geotextile and secured the 6" x 12" rip raff material for the project. (Had 17 loads of 6" x 12" crushed concrete delivered)

III. UTILITY REPORT:

David Hoyt reported on Water and Sewer.

	MONTHLY	YEAR TO DATE
Gravity Sewer Taps		4
Grinders	2	23
Discharge Line	465'	4,766'
Water Meters Installed	4	39
New Subdivision Water Meters		21
Meter Change Out Project (10/24 to present)	45	757
Meters replaced (Not part of change out)		17
Contractor Meter Change out(6-23-25 to 9-4-25)		1,298
Meters pulled from Vacant properties	9	210

IV. EXECUTIVE SESSION

GOVERNMENT CODE 551, SUBCHAPTER D
SECTION 551.071 - CONSULTATION WITH DISTRICT'S ATTORNEY REGARDING POSSIBLE LITIGATION
SECTION 551.072 - DELIBERATION ABOUT REA L PROPERTY
SECTION 551.074 - MATTERS OF PERSONNEL
SECTION 551.075 - CONFERENCE WITH EMPLOYEE
SECTION 551.076 - TO DELIBERATE THE DEPLOYMENT OR SPECIFIC OCCASIONS FOR IMPLEMENTATION OF SECURITY PERSONNEL OR DEVICES

If, during the course of the meeting covered by this Notice, the Board should determine that a closed or executive session of the Board should be held or is required in relation to any agenda item included in this Notice, then such closed or executive meeting or session, as authorized by the Texas Open Meetings Act, will be held by the Board at the date, hour, and place given in this Notice concerning any and all subjects for any and all purposes permitted by §551.071-551.084 of the Texas Government Code and the Texas Open Meetings Act, including, but not limited to, §551.071—for the purpose of a private consultation with the Board's attorney on any or all subjects or matters authorized by law.

V. ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION.

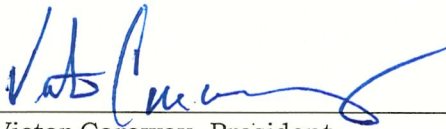
VI. BOARD MEMBER REPORTS:

VII. ADJOURN.

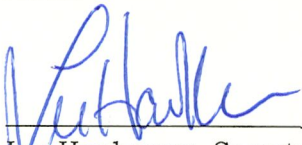
Director Nicely made a Motion to Adjourn. The motion was seconded by Director Rayburn and it passed by unanimous vote.

Meeting Adjourned at 10:41 a.m.

READ AND APPROVED:


Victor Caraway, President

Attest


Les Hankamer, Secretary

Date: 11-12-25