

# Fayette County Water Control & Improvement District – Monument Hill

100 Country Club Drive  
La Grange, TX 78945  
(979) 968-5514

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## MINUTES

### of the September 11, 2025

### Regular Board of Directors Meeting

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**Directors Present:** Seth Gunn, President; Mike Wallace, Treasurer; Chester Johnson, Director

**Directors Absent:** Jay Watson, Vice President; Bobby Gilmore, Secretary

**Others Present:** Terra Williams, Inframark; Lori Steffek, Office Manager

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The regular meeting was called to order by Mr. Seth Gunn, President, at 11:02 a.m. on September 11, 2025, at the Fayette County WCID - Monument Hill District Office located at 100 Country Club Drive in La Grange, Texas.

Agenda Item #1 Public comments: None.

Agenda Item #2 Approval of Minutes from the August 7, 2025 regular Board of Directors meeting: The Minutes from the August 7, 2025 regular Board of Directors meeting was presented for approval.

Mr. Chester Johnson made a motion, seconded by Mr. Mike Wallace, to approve the Minutes of the August 7, 2025 regular Board of Directors meeting. The motion passed unanimously with three Directors being present and voting.

Agenda Item #3 Treasurer's Reports and approval of bills: Mr. Wallace presented the August treasurer's reports. The August Operating Fund beginning of the month balance was \$342,497.40. Property tax revenue, in the amount of \$725.18 was received during the month. TexPool change in valuation gains of \$959.92 were reported. Cash receipts for the month totaled \$44,793.49. Expenses for the month of August totaled \$43,013.23, leaving the district with a total combined end-of-the-month operating fund bank balance of \$344,277.66. Operating Fund disbursements for the period of August 8 – September 11, 2025, pending approval, totaled \$38,967.84. Extraordinary expenses for the month included payment to Ferguson for the purchase of a new Kamstrup meter reading radio / converter in the amount of \$1,113.00; payment to Lisa Patterson for legal services in the amount of \$2,581.25 and payment to Amazon for the purchase of a new MR/HR chlorine colorimeter and standards in the amount of \$1,004.53.

Mr. Chester Johnson made a motion, seconded by Mr. Mike Wallace, to approve the August 2025 Operating Fund Treasurer's Report, and to pay the Operating Fund disbursements for the period August 8 – September 11, 2025, as presented for a total of \$38,967.84. The motion passed unanimously with three Directors being present and voting.

Mr. Wallace reviewed the August 2025 Debt Service Fund Report. The combined beginning of the month balance was \$111,343.45. Property tax revenue in the amount of \$815.39 was received during the month. The district received \$0.87 in interest income from the RTSB MM Debt Service account. TexPool change in valuation gains of \$395.98 were reported. There were no disbursements for the period of August 8 – September 11, 2025. The RTSB end of the month balance was \$3,865.40. The TexPool end of the month balance was \$108,690.29. The Debt Service Fund had a combined end-of-the-month balance of \$112,555.69.

Mr. Chester Johnson made a motion, seconded by Mr. Mike Wallace, to approve the August 2025 Debt Service Fund Report with no disbursements pending approval for the period August 8 – September 11, 2025. The motion passed unanimously with three Directors being present and voting.

Agenda Item #4 President's Report: No report was given.

Agenda Item #5 Operations Report: Mrs. Steffek reported the following during the Operations Report:

1. Water Plant 1, Well #4: Well 4 should be reassembled and ready to have a bac-t sample taken the week of Sept. 15<sup>th</sup> pending no further complications or broken parts. Due to the length of time the well has been out of operation, it's expected that the process of chlorinating the well and getting a clean bac-T sample will be prolonged.
2. Water Plant 2:
  - a. Fence and Drainage Project: Mr. Hess plans to start on the fence repairs and drainage issues the week of Sept. 15<sup>th</sup>. The relocation of the driveway and neighboring water lines will be addressed later.
3. Ground Storage Tank: The tank level gauge guide wire snapped, and Superior Tank has been notified. The repair will involve taking the tank out of service, draining it and buying water from Fayette Water Supply's for a couple days. Superior Tank was asked if the warranty repair could wait until the weather was cooler (so the amount of water being purchased would be less) and that will not be a problem. They've asked for two weeks' advance notice once the district is ready for the repair to be made. Mr. Loehr would like the warranty inspection, as well as the TCEQ annual inspection, conducted at this time while GST2 is empty and out of service.
4. Meter Reading Radio / Converter: The district's meter reading radio would no longer take or hold a charge so a new one had to be purchased from Ferguson at a cost of \$1,113.
5. Update on Severely Delinquent Accounts: After the last board meeting, at the strong urging of our attorney and with the approval of Mr. Wallace & Mr. Watson, a deferred payment plan was established with all three of the severely past due accounts, for a period of 6 months. At this time, all accounts have made their first delinquent payment plus the current amount due. The board will be updated via email if the September payments are not received on time.
6. Mandatory Public Funds Investment Act (PFIA) Training: Mr. Wallace completed his mandatory PFIA training in August. It's required that every treasurer completes the training within 6 months of taking office.
7. Amazon Business Account: A tax free account has been set up with Amazon Business and the district is now able to buy materials from them without incurring tax. Previously, this was not possible.
8. Chlorine Colorimeter: The district's chlorine colorimeter is not working properly, and a new one has been purchased from Amazon Business at a cost of \$1,004.53. The cost also reflects the purchase of new standards used with the colorimeter.
9. Jury Duty: Mrs. Steffek received a Jury Duty Summons for Monday, September 22<sup>nd</sup> in Lavaca County, and will be out of the office.

Total water produced for the month of August was 3.454M gallons, with the average daily production rate being 111,000 gallons. Maximum water production for one day was 167,000 gallons and minimum production was 55,000 gallons. It was reported that 1,361,891 gallons of wastewater were sent to the City of La Grange for treatment during the month of August. The maximum wastewater flow in one day was 50,259 gallons and minimum flow was 39,580 gallons, producing an average of 42,559 gallons. August rainfall totaled 1.5 inches.

Agenda Item #6 Engineer's Report: No report was given due to Mr. Loehr's absence.

Agenda Item #7 Consider and take appropriate action on adopting the District's 2025 Ad Valorem tax rate of 0.1857 for operations & maintenance and debt service, including execution of the Order Levying Ad Valorem Taxes for 2025: Mrs. Steffek presented the "Order Levying Ad Valorem Taxes for 2025" for consideration and adoption. The board had approved the proposed tax rate of 0.1857 per \$100 of valuation at the August 7, 2025 regular meeting and held a



public hearing at 11 a.m. on September 11, 2025 to receive public comments. The tax rate is broken down into two parts: maintenance / operations and debt service. The portion of the .1857 tax rate that would fund maintenance / operations would be 0.0897 and the portion of the tax rate that would fund debt service would be 0.0960.

Mr. Mike Wallace made a motion, seconded by Mr. Chester Johnson, to adopt the 2025 tax rate of .1857 per \$100 of valuation. The motion passed unanimously with three Directors being present and voting. The "Order Levying Ad Valorem Taxes for 2025" was signed by Mr. Gunn and Mr. Gilmore would sign it later.


Agenda Item #8 Consider and take appropriate action on renewing contract with Fayette County Appraisal District (FCAD) for the collection of the district's Ad Valorem taxes: Mrs. Steffek presented to the Board the contract with Fayette County Appraisal District for collection of the district's taxes. The contract is good for a two-year period from January 1, 2026 through December 31, 2027.


Mr. Chester Johnson made a motion, seconded by Mr. Mike Wallace, to approve and execute the contract with the Fayette County Appraisal District for collection of the District's Ad Valorem taxes, for a two-year period from January 1, 2026 to December 31, 2027. The motion passed unanimously with three directors being present and voting.

Agenda Item #9 Consider and take appropriate action on generator relocation project and/or maintenance provider: The board developed a plan to move the generator to the office and to place it in the backyard the morning of October 9, 2025, prior to the next board meeting. Ms. Terra Williams provided Mrs. Steffek with a list of two individuals at Inframark who could provide a cost estimate for the quarterly PM of the generator. Ms. Williams will also look into having the district's birdnest spreadsheet amended to include a column for generator testing since the district's operator would be performing weekly testing. Mrs. Steffek will present two cost estimates for comparison at the October meeting.

Agenda Item #10 Consider and take appropriate action on items to be placed on the next agenda: Items were identified and placed on the agenda for the regular Board of Directors scheduled for Thursday, October 9, 2025 at 11 a.m. at the District office, located at 100 Country Club Drive, La Grange, Texas.

There being no further business to come before the Board, Mr. Chester Johnson made a motion, seconded by Mr. Mike Wallace, to adjourn the meeting. The motion passed unanimously with three Directors being present and voting. The meeting was adjourned at 11:49 a.m.

  
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Mr. Bobby Gilmore  
Secretary

  
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Mr. Seth Gunn  
President

**Fayette County WCID-Monument Hill**  
**Operating Fund Report**  
**Aug-25**

		Annual Budget	To Date Budget	To Date Actual	Monthly Budget	This Month Actual
<b>Operating Fund Report</b>						
<b>Receipts:</b>						
4100	Water	282,000.00	117,500.00	103,389.39	23,500.00	22,087.66
4200	Sewer	216,000.00	90,000.00	91,519.88	18,000.00	19,169.19
4300	MHPOA (clerical services)	17,600.00	7,333.33	7,361.55	1,466.67	1,472.31
4320	Property Tax	64,000.00	26,665.00	3,873.72	5,333.00	725.18
5391	Interest on Deposits	-	0.00	51.04	0.00	10.85
5392.1	TexPool Op Fund Acct Change in Valuation	8,400.00	3,500.00	4,648.01	700.00	959.92
<b>Total Budgeted Receipts:</b>		<b>\$ 588,000.00</b>	<b>\$ 244,998.33</b>	<b>\$ 210,843.59</b>	<b>\$ 48,999.67</b>	<b>\$ 44,425.11</b>
4101	Bulk Water Sales			0.00		0.00
4110	Taps-Water			0.00		0.00
4111	Customer Svc Inspection-Water			0.00		0.00
4120	Reconnection Fees			0.00		0.00
4210	Taps-Sewer			0.00		0.00
4330	Pen & Int. Service			1,392.28		189.64
4331	Pen. & Int. Standby			0.00		0.00
4322	Pen. & Int. Maint Tax			197.05		0.04
2114	Utility Tax			955.03		178.70
3951	Trans from Savings			0.00		0.00
3953	Trans from Capital			0.00		0.00
2151	Renters Deposit			500.00		0.00
3957	Bank Loan			0.00		0.00
5380	Miscellaneous			0.00		0.00
<b>Total Receipts:</b>				<b>\$213,887.95</b>		<b>\$44,793.49</b>
<b>Operating Fund Beginning of Month Balance</b>						<b>\$342,497.40</b>
<b>Available Operating Funds:</b>						<b>1-Aug-25</b> <b>\$387,290.89</b>
<b>Disbursements:</b>						
<b>Water Expenses</b>						
6100	Bulk Water Purchased	2,000.00	833.33	0.00	166.67	0.00
6134	Contract Labor Water	52,000.00	21,666.67	21,625.57	4,333.33	4,405.39
6135	Maint & Repair Water	30,000.00	12,500.00	7,350.94	2,500.00	2,524.74
6136	Meter Installation Water	-	0.00	0.00	0.00	0.00
6137	Meter Reading	1,000.00	416.67	2,080.01	83.33	1,113.00
6141	Electric Utility Water	26,000.00	10,833.33	8,373.07	2,166.67	1,722.50
6142	Chemicals Water	17,400.00	7,250.00	3,125.09	1,450.00	699.64
6143	TCEQ Compliance Expense	10,000.00	4,166.67	0.00	833.33	0.00
6143.1	Generator Maintenance & Inspection	5,000.00	2,083.33	0.00	416.67	0.00
6144	Repair Materials Water	12,000.00	5,000.00	2,020.60	1,000.00	(56.00)
6145	Meter Expense	1,000.00	416.67	0.00	83.33	0.00
6151	Telephone Water	3,000.00	1,250.00	1,778.45	250.00	1,355.69
6175	Inspection Expense Water	3,500.00	1,458.33	1,000.00	291.67	0.00
<b>Sewer Expenses</b>						
6201	Sewage Treatment	110,000.00	45,833.33	45,737.10	9,166.67	9,147.42
6201.1	Sewage Treatment - Overage	24,000.00	10,000.00	3,977.71	2,000.00	770.74
6234	Contract Labor Sewer	13,500.00	5,625.00	5,406.36	1,125.00	1,101.34
6235	Maint & Repair Sewer	10,000.00	4,166.67	4,585.54	833.33	375.00
6241	Electric Utility Sewer	3,000.00	1,250.00	1,039.17	250.00	219.03
6244	Repair Materials Sewer	5,000.00	2,083.33	89.82	416.67	0.00
6251	Telephone Sewer	2,500.00	1,041.67	1,875.00	208.33	1,875.00
<b>General Expenses</b>						
1317	Furniture & Fixtures	-	0.00	1,094.36	0.00	0.00
6310	Director's Fees	7,000.00	2,916.67	2,200.00	583.33	500.00
6311	Salaries & Wages	52,245.00	21,768.75	22,103.66	4,353.75	4,018.84
6313	Group Insurance Premiums	17,000.00	7,083.33	6,573.04	1,416.67	1,393.94
6314	Employers Tax Expense	6,000.00	2,500.00	1,912.64	500.00	789.36
6315	Workers Comp Premiums	1,300.00	541.67	437.50	108.33	87.50

		Annual Budget	To Date Budget	To Date Actual	Monthly Budget	This Month Actual
6320	Legal Fees	3,000.00	1,250.00	0.00	250.00	0.00
6321	Audit	9,000.00	3,750.00	9,000.00	750.00	9,000.00
6322	Engineering Fees	8,000.00	3,333.33	2,040.00	666.67	0.00
6324	Laboratory Expense	6,000.00	2,500.00	661.25	500.00	135.70
6325	Election Expense	-	0.00	0.00	0.00	0.00
6326	Permit Fees	650.00	270.83	0.00	54.17	0.00
6330	Appraisal District Fees	4,000.00	1,666.67	966.75	333.33	0.00
6332	Service Acct Collection (ACH)	200.00	83.33	81.54	16.67	16.54
6334	Contract Labor/Temp. Expense	-	0.00	0.00	0.00	0.00
6335	Maint. & Repairs Office Bldg	2,000.00	833.33	140.00	166.67	0.00
6338	Legal Notices	2,000.00	833.33	461.25	166.67	0.00
6340	Printing & Office Supplies	3,000.00	1,250.00	1,607.45	250.00	337.43
6350	Postage	3,000.00	1,250.00	1,216.60	250.00	0.00
6351	Phone/Internet Office	2,200.00	916.67	814.17	183.33	161.05
6353	Insurance & Bond Premiums	15,000.00	6,250.00	5,404.05	1,250.00	1,080.79
6353.1	Director & Personnel Bond Premiums	500.00	208.33	100.00	41.67	0.00
6354	Travel & Per Diem	2,000.00	833.33	156.01	166.67	0.00
6359	Information Technology	3,000.00	1,250.00	1,353.37	250.00	179.05
6362	Dues & Subscriptions	5,000.00	2,083.33	868.00	416.67	0.00
7362	Interest on Notes		0.00	0.00	0.00	0.00
7395	Miscellaneous	2,005.00	835.42	158.54	167.08	59.54
3957	Payments on Notes	33,000.00	13,750.00	32,696.13	2,750.00	0.00
<b>Total Budgeted Disbursements</b>		<b>518,000.00</b>	<b>\$215,833.33</b>	<b>\$202,110.74</b>	<b>\$43,166.67</b>	<b>\$43,013.23</b>

6171	Tap Connection-Water			0.00		0.00
6271	Tap Connection-Sewer			0.00		0.00
7306.01	Capital Outlay - Johnson Lift Station	0.00		0.00		0.00
7306.02	Capital Outlay - Chlorine Building	0.00		0.00		0.00
7306.03	Capital Outlay - WP Facility Imprvmnts	15,000.00		1,060.00		0.00
7306.04	Capital Outlay - AMR System	0.00		0.00		0.00
7306.05	Capital Outlay - LS Facility Improvmnts	0.00		0.00		0.00
7306.07	Capital Outlay-Pumphouse Repairs	0.00		0.00		0.00
7306.08	Capital Outlay-Painting Pressure Tanks	0.00		0.00		0.00
7306.09	Capital Outlay-Fire Hydrants	20,000.00		0.00		0.00
7306.10	Capital Outlay-WP2 GST	0.00		0.00		0.00
7306.11	Capital Outlay-SS Eval / Improvements	0.00		0.00		0.00
7306.12	Capital Outlay-Sewer pumps/rebuild	10,000.00		0.00		0.00
7306.16	Capital Outlay - Well #4	0.00		0.00		0.00
7306.17	Capital Outlay -Tank Mixers	5,000.00		0.00		0.00
7306.19	Capital Outlay - Water Lines	0.00		0.00		0.00
7306.20	Capital Outlay-Well #3	0.00		0.00		0.00
7306.22	Capital Outlay-Sewer Lines	20,000.00		0.00		0.00
7306	Capital Outlay-Total			<b>1,060.00</b>		
3915	Renters Deposit Return			0.00		0.00
4310	Overcharge Return			0.00		0.00
2114	Utility Tax Payment			0.00		0.00
4311	Returned Checks			0.00		0.00
<b>Total Disbursements:</b>				<b>\$203,170.74</b>		<b>\$43,013.23</b>

Operating Fund Cash Balance

31-Aug-25

**\$344,277.66**

#### Account Balances And Locations

##### Operating Accounts

	NBT	RTSB	TexPool	Total
Beginning of Month Balances	\$76,774.56	\$3,208.88	\$262,513.96	\$342,497.40
Receipts, Interest, Valuation Changes	\$43,107.44	\$726.13	\$959.92	\$44,793.49
Disbursements	\$43,013.23	\$0.00	\$0.00	\$43,013.23
Transfers	\$0.00	\$0.00	\$0.00	\$0.00
Ending Month Balances	\$76,868.77	\$3,935.01	\$263,473.88	\$344,277.66

Account balances reflect the balance at the maturity day during the month or the end of the month balance.

\*TexPool balances are invested in compliance with the Public Funds Investment Act (PFIA). The TexPool daily yield on 09/02/2025 was 4.33%.

Prepared By:  Treasurer Date: 9.11.25



Date: 9.11.25

# Fayette County WCID - Monument Hill

## Debt Service Fund Report

### Aug-25

#### Debt Service Fund Report

Receipts:		To Date Actual	This Month Actual
4325	Property Tax Revenue (I&S)	4,352.52	815.35
4326	Property Tax - Interest & Penalty	220.16	0.04
5391.2	Debt Service Fund Interest	8.32	0.87
5392.3	TexPool Debt Svc Acct Change in Valuation	1,881.77	395.98
<b>Total Receipts:</b>		<b>6,462.77</b>	<b>\$1,212.24</b>

#### Debt Service Fund Beginning of Month Balance

1134	Round Top State Bank MM	\$3,049.14
1135	Round Top State Bank CD	\$0.00
1114	TexPool Debt Service Account	\$108,294.31
<b>Total Fund Deposits</b>		<b>\$111,343.45</b>

1-Aug-25

Available Debt Service Funds: Aug-25 **\$112,555.69**

Disbursements:		To Date Actual	This Month Actual
6332.2	Debt Svc Fund Bank Charges	0.00	0.00
6340.2	Debt Svc Fund Printing Charges	0.00	0.00
3956	Series 2017 Bond Sale Debt Service	0.00	0.00
7363	Bond Administration Fees	0.00	0.00
<b>Total Fund Disbursements</b>		<b>0.00</b>	<b>0.00</b>

Debt Service Fund End of Month Balance 31-Aug-25 **\$112,555.69**

#### Account Balances And Locations

Debt Service Fund Account	RTSB MM	RTSB CD	TexPool*	Total
Beginning of Month Balances	3,049.14	-	108,294.31	\$111,343.45
Receipts, Interest, Valuation Changes	\$816.26	\$0.00	\$395.98	\$1,212.24
Disbursements	\$0.00	\$0.00	\$0.00	\$0.00
Transfers	\$0.00	\$0.00	\$0.00	\$0.00
End of Month Balances	\$3,865.40	\$0.00	\$108,690.29	<b>\$112,555.69</b>

Account balances reflect the balance at the maturity day during the month or the end of the month balance.

\*TexPool balances are invested in compliance with the Public Funds Investment Act (PFIA). The TexPool daily yield on 09/02/2025 was 4.33%.

Prepared By: , Treasurer Date: 9.11.25