

WEST HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 4

Minutes of Meeting of Board of Directors
November 29, 2021

The Board of Directors ("Board") of West Harris County Municipal Utility District No. 4 ("District") met on November 29, 2021 at 303 Bridge Crest Blvd., Houston, Harris County, Texas, in accordance with the duly posted notice of said meeting, with a quorum of Directors present as follows:

Mary Gomez, President
Hanna Affram, Vice President
Anthony Rodriguez, Secretary
Michael Cummings, Treasurer

and the following absent:

None.

Also present were Mr. Bruce Dubiel, the District's operator; Ms. Michelle Guerrero, the District's tax assessor-collector; Mr. Sean Humble, engineer for the District; and Ms. Jennifer B. Seipel, attorney for District.

The President called the meeting to order and declared it open for such business as might regularly come before it.

1. The Board opened the floor for public comment. There were none.

2. The Board reviewed the minutes of the meeting held on October 25, 2021.

Upon motion duly made, seconded and unanimously carried, the Board approved the minutes as presented.

3. Ms. Guerrero presented the tax assessor-collector's report, copy attached, which showed 98.61% collections for 2020 taxes as of the date of the report. Ms. Guerrero also noted that the District has begun to receive 2021 tax payments, with the collection percentage being 2.7% to date. Upon motion duly made, seconded and unanimously carried, the Board approved the tax assessor-collector's report and the checks listed thereon as presented.

4. Mr. Cummings then presented the bookkeeper's report, copy attached. After reviewing the budget comparison to actual expenditures, the Board noted that everything

appears to be in order. Upon motion duly made, seconded and unanimously carried, the Board approved the bookkeeper's report and payment of the checks listed thereon.

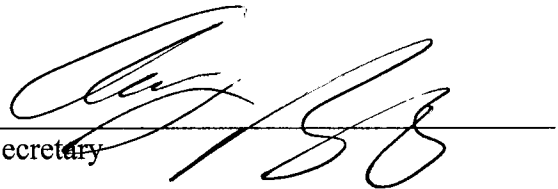
5. Mr. Dubiel presented the operator's report, copy attached. He noted 559 connections in the District with 90.7% water accountability. The operator reviewed the repairs from the prior month. He then presented an amendment to the operator's contract, the purpose of which is to acknowledge that the operator's company, Environmental Development Partners, has merged with and become a part of Inframark, LLC. The operator submitted a list of delinquent accounts to the Board for termination of utility service and stated that the accounts in question have been given written notification of the opportunity to appear, either in person or in writing, at the Board meeting to contest, explain, or correct the charges, services, or disconnection. After discussion, upon motion duly made, seconded and unanimously carried, the Board approved the operator's report, approved the contract amendment as presented, and authorized water terminations as set forth in the District's Rate Order.

6. Mr. Humble presented the engineer's report, copy attached. Mr. Humble stated that he continues to work with Chelford City Municipal Utility District regarding the District's interest in purchasing capacity in their wastewater treatment plant. Mr. Humble noted that he continues to work on the plans to replace the 12-inch waterline at Westheimer Place Drive. Subject to that discussion, the Board approved the engineer's report as presented and authorized the expenditures discussed therein.

7. The Board then considered renewal of the District's insurance. Ms. Seipel presented the proposal received from the District's broker, noting that the District's premium increased slightly over \$3,000. Subject to that discussion, the Board unanimously approved the proposal as presented.

There being no further business to come before the Board, the meeting was adjourned.

Secretary



WEST HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 4

NOTICE OF PUBLIC MEETING

Notice is hereby given to all interested members of the public that the Board of Directors of the captioned district will hold a public meeting at **303 Bridge Crest Blvd., Houston, Texas (enter code 032)**.

The meeting will be held at **7:00 p.m.** on **Monday, November 29, 2021.**

The subject of the meeting is to consider and act on the following:

1. Public comments / customer requests
2. Approve minutes of meeting held on October 25, 2021
3. Tax assessor-collector's report; status of tax collections; review invoices and authorize payment; status of delinquent taxes; authorize litigation as necessary; consider any taxpayer appeals; approve installment payment agreements, as necessary
4. Bookkeeper's report; review invoices and authorize payment of bills; review investment report and approve investment of District funds
5. Operator's report; review active connections and water accountability; status of operation, maintenance and repair of District facilities; consider customer appeals; approve termination of service on delinquent accounts
6. Engineer's report; authorize preparation of plans as appropriate; authorize advertising for bids; award contracts; approve change orders
7. Renew District insurance
8. Pending business



Jennifer Seipel

Jennifer B. Seipel
Attorney for the District