

## WEST HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 4

Minutes of Meeting of Board of Directors  
June 27, 2022

The Board of Directors (“Board”) of West Harris County Municipal Utility District No. 4 (“District”) met on June 27, 2022 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. Bob Ideus, the District’s bookkeeper; and Ms. Jennifer B. Seipel, attorney for District. Also present was Ms. Dorothy Lavine.

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 May 23, 2022. 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 98.1% collections for 2021 taxes as of the date of the report, which is May 31, 2022. She noted that this year’s collection rate continues to be on pace with prior years. 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. Ideus presented the bookkeeper’s report, copy attached. The Board reviewed its budget comparisons and the checks to be issued for services rendered during the

prior month, noting that the District is eight months into its budget for this fiscal year, and 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. The Board reviewed the ethics letter and update by investment officer, Bob Ideus. The attorney noted that annually the investment officer is asked to disclose whether he has any personal business relationships (as that term is defined by statute) with anyone offering to engage in an investment transaction with the District. Mr. Ideus submitted the required disclosure which indicated that he had no such relationships to disclose. The attorney noted that this document would be filed with the Texas Ethics Commission and in the District's records as required by law. Upon unanimous vote, the Board approved the investment officer disclosure as presented and authorized its necessary filing.

6. The Board considered the updated proposal from Storm Water Solutions. Ms. Seipel noted that the revised proposal did not appear to include the additional items requested, and Director Cummings agreed. She stated that she would seek a revised proposal from the representatives for Storm Water Solutions for consideration at next month's meeting.


7. Mr. Dubiel presented the operator's report, copy attached. He noted 568 connections in the District with 96.3% water accountability. The District's wastewater treatment plant operated at 34% of its capacity. He then reviewed notable system repairs and maintenance items performed during the prior month, stating that the repair to blower no. 1 at the wastewater treatment plant is complete. The operator then presented a request for a 0.4% temporary fuel surcharge to account for the increased gas prices being experienced throughout the United States right now. Director Cummings asked several questions about the proposed fuel surcharge, including what such charge would mean in terms of the ultimate cost paid by the District on a monthly basis. After that discussion, the Board decided to table consideration of the matter. The operator then reviewed a list of delinquent accounts to the Board for termination of utility service, noting that no accounts were subject to termination this month. After discussion, upon motion duly made, seconded and unanimously carried, the Board approved the operator's report and approved the requested expenditures.

8. Ms. Seipel reported on the necessity to submit emergency operations information and an application for critical load status. Texas law requires that the District submit

information regarding its emergency operations to state emergency operations offices and local offices. In addition, the District must apply for its critical water and sewer facilities to be given priority status for power restoration after a hurricane or other storm. The Board acknowledged the attorney's submission of the necessary documentation with input from the District's engineer and operator.

9. Ms. Seipel presented the engineer's report on behalf of the engineer, copy attached. She noted that, with regard to the construction plans for the replacement of the 12-inch waterline at Westheimer Place Drive, the contractor is scheduled to mobilize in early July and finish the project in mid to late July. Subject to that discussion, upon motion made and seconded, the Board unanimously approved the engineer's report as presented.

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

  
Secretary