

WEST HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 4

Minutes of Meeting of Board of Directors
November 28, 2022

The Board of Directors (“Board”) of West Harris County Municipal Utility District No. 4 (“District”) met on November 28, 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 Ms. Dorothy Lavine, the District’s operator; Ms. Michelle Guerrero, the District’s tax assessor-collector; Mr. Sean Humble, the District’s engineer; 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. None was offered.
2. The Board reviewed the minutes of the meeting held on October 24, 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 2.8% collections for 2022 taxes as of the date of the report. The tax assessor noted that the District’s 2022 tax payments continue to be received. 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. Director Cummings presented the bookkeeper’s report on behalf of Mr. Ideus, the District’s bookkeeper, copy attached. The Board reviewed its budget comparisons and

the checks to be issued for services rendered during the prior month. Director Cummings 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. Ms. Lavine presented the operator's report, copy attached. She noted 568 connections in the District with 87.2% water accountability for the previous month. The District's wastewater treatment plant operated at 50% of its capacity. The replacement of lift pump no. 1 at the wastewater treatment plant continues. The Board noted that the operator's bill included many water line repairs, and it was discussed whether those repairs were necessitated by the contractor for Xfinity who was reported as having caused damage to several District water lines during the prior month. Ms. Lavine stated that she would look into the matter. Lastly, the Board discussed a recent rate increase adopted by the West Harris County Regional Water Authority, which will take effect January 1, 2023. The attorney stated that she would review the District's rate order to determine whether any changes needed to be made. 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 as presented.

6. Mr. Humble presented the engineer's report, copy attached. He discussed the replacement of the 12-inch waterline at Westheimer Place Drive, presenting and recommending approval of (i) an invoice from A&R Engineering and Testing, Inc. in the amount \$534.00, (ii) an invoice from Project Surveillance, Inc. in the amount of \$3,250.00, and (iii) an invoice from Phoenix Coating Surveillance, LLC in the amount of \$2,565.00. The engineer noted that a 1.38-acre vacant tract located within the District may potentially develop into a single-family residential use. The Board also requested that the engineer begin to study the projects needed to be performed to maintain the District's wastewater treatment plant, including the costs associated with such work. Following that discussion, upon motion made and seconded, the Board unanimously approved the engineer's report and pay applications as presented.

7. The Board considered renewal of its insurance, with the attorney noting that its premium for the year slightly increased. Subject to the that discussion, upon motion duly made and seconded, the Board unanimously approved the renewal proposal as presented.

8. Under pending business, the Board noted that its December meeting would be held on December 19, 2022.

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

Secretary

A handwritten signature in blue ink, appearing to be "Ray S.", is written over a horizontal line. The signature is fluid and cursive.