

## WEST HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 4

Minutes of Meeting of Board of Directors  
December 19, 2022

The Board of Directors (“Board”) of West Harris County Municipal Utility District No. 4 (“District”) met on December 19, 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.  
Anthony Rodriguez, Secretary  
Michael Cummings, Treasurer

and the following absent:

Hanna Affram, Vice President

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 November 28, 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 98.92% collections for 2021 taxes and 8.1% 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. 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 74.8% water accountability for the previous month. The District's wastewater treatment plant operated at 35% of its capacity. The replacement of lift pump no. 1 at the wastewater treatment plant is complete. 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) pay application no. 3 and final in the amount \$24,929.00 from Ballast Point Construction, (ii) a change order in the amount of \$2,565.00 from Ballast Point Construction for additional work related to the removal of some sidewalk, and (iii) an invoice from Project Surveillance, Inc. in the amount of \$3,190.00. The engineer noted that the West Harris County Regional Water Authority has begun design on the surface water facilities that eventually will serve the District. Following that discussion, upon motion made and seconded, the Board unanimously approved the engineer's report and pay application, change order, and invoice as presented.

7. Ms. Seipel then noted that the District is required on an annual basis to file an eminent domain report with the Texas Comptroller of Public accounts setting forth the sources of the District's eminent domain power and its exercise of such power during the prior year. The attorney confirmed that such filing would be made on the District's behalf by the February 1, 2023 deadline.

8. Under pending business, the Board discussed its January and February meeting schedules.

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

  
Secretary