

WEST HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 4

Minutes of Meeting of Board of Directors
March 27, 2023

The Board of Directors ("Board") of West Harris County Municipal Utility District No. 4 ("District") met on March 27, 2023 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. Raquel Garcia and Ms. Missy Steadman, the District's operators; Ms. Michelle Guerrero, the District's tax assessor-collector; Mr. Sean Humble, the District's engineer; Mr. Bob Ideus, the District's bookkeeper; Ms. Jennifer Hanna, auditor for the District; and Ms. Jennifer B. Seipel, attorney for District. Also present was Mr. Jack Patel, a District resident.

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. Mr. Patel introduced himself and expressed an interest in serving as a member of the Board. He provided the Board with information on his personal background. The Board then requested that the appointment of Mr. Patel to the Board be placed on the next agenda.

2. The Board reviewed the minutes of the meeting held on February 27, 2023. Upon motion duly made, seconded and unanimously carried, the Board approved the minutes as presented.

3. Ms. Hanna approached the Board and reviewed the District's audit for the fiscal year that ended on September 30, 2022. The auditor noted that the contains an unmodified

opinion, meaning that the District's records and books have presented in an accurate manner, and the District appears to be in a strong financial condition, as it has sufficient reserves in its general fund. After some discussion, the Board unanimously approved the audit subject to comment from the District's consultants and finalization, and the auditor was authorized to file it with all appropriate entities.

4. Ms. Seipel noted that, after approving the audit being presented at the meeting, the District must update the transparency report required by Section 26.18 of the Texas Tax Code. Upon unanimous vote, the Board authorized the attorney to update the compliance document and post it on the internet.

5. Ms. Seipel then discussed the continuing disclosure filing with regard to the District's outstanding bonds. Pursuant to Bond Orders previously adopted, the District is required to annually update certain material information, including the audit, that might be of interest to District bondholders. Upon motion made, seconded, and unanimously approved, the Board authorized filing the requisite continuing disclosures.

6. Ms. Guerrero presented the tax assessor-collector's report, copy attached, which showed 94.6% collections for 2022 taxes as of the date of the report. Upon motion duly made, seconded and unanimously carried, the Board approved the tax assessor-collector's report and the checks listed thereon as presented.

7. No bookkeeper's report was presented.

8. Ms. Steadman presented the operator's report, copy attached. She noted 568 connections in the District with 89.9% water accountability for the previous month. The operator stated that the water accountability rate increased over the last month. The District's wastewater treatment plant operated at 31% of its capacity. The operator noted that a fire hydrant at 17205 Westheimer Road was struck by a vehicle, and the operator replaced it. The operator then presented a fire hydrant study, recommending that the District perform \$14,932.75 in repairs. The Board authorized such repairs. The operator distributed examples of handouts to be distributed to District constituents with regard to the District's eye-on-water program. After some discussion, the Board selected their preferred handout and requested that it be sent to the District's customers. The operator then reviewed a list of delinquent accounts to the Board for termination of utility service. After discussion, upon motion duly

made, seconded and unanimously carried, the Board approved the operator's report and action items thereon as presented.

9. Mr. Humble presented the engineer's report, copy attached. The engineer presented information related to Chelford City MUD's request for compensation for the purchase of capacity in its wastewater treatment plant. The engineer stated that, after analyzation of the matter, he believes the compensation being requested by Chelford City MUD is appropriate. The Board then discussed the status and condition of its wastewater plant, with the engineer noting that the plant currently is in good working order, though repairs will be needed in the future. Following that discussion, the Board decided to take no immediate action. Mr. Humble then requested authorization to submit the paperwork associated with the renewal of the permit for the District's wastewater treatment plant. The Board approved submission of such documentation. With regard to the annexation of 16570 Aldine Clodine, the engineer asked the bookkeeper to confirm whether the District has received the requisite \$20,000 deposit; Mr. Ideus stated that the deposit has not been received. Lastly, the engineer reported that he spoke with the contractor who performed the review of the District's water well no. 2, and the contractor confirmed that there was a typographical error in his report with regard to the well's efficacy. He stated that the well is performing in a fine manner. Following that discussion, upon motion made and seconded, the Board unanimously approved the engineer's report as presented.

10. Under pending business, the Board discussed increasing the amount of its payment to the Crestwater HOA pursuant to its agreement. The attorney noted that the District's tax assessor-collector, having run tax calculations on the commercial acreage in the District, has determined that the District should increase its monthly payment to the HOA to \$1,225. The Board requested that such payments be backdated to January 1, 2023.

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

Secretary 