

WEST HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 4

Minutes of Meeting of Board of Directors
September 25, 2023

The Board of Directors ("Board") of West Harris County Municipal Utility District No. 4 ("District") met on September 25, 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
Jack Patel, Assistant Secretary

and the following absent:

Michael Cummings, Treasurer

Also present were Ms. Raquel Garcia, the District's operator; Ms. Michelle Guerrero, the District's tax assessor-collector; Mr. Sean Humble, the District's engineer; Mr. Corey Howell, the District's financial advisor; Mr. Bob Ideus, the District's bookkeeper; Ms. Jennifer Hanna, the District's auditor; and Mr. Douglas McNiel, on behalf of 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 received.

2. The Board reviewed the minutes of the meeting held on August 28, 2023.

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 97.9% collections for 2022 taxes as of the date of the report. Seven checks were presented for the Board's review and approval. Lastly, the tax assessor-collector requested that the Board approve the placement of four delinquent accounts on the District's list of uncollectible accounts. Upon motion duly made, seconded and unanimously carried, the Board approved the tax assessor-collector's report and the checks listed thereon as presented

and approved the placement of the four delinquent accounts on the on the District's list of uncollectible accounts.

4. The Board then recognized Corey Howell, the District's financial advisor, who presented a cash flow analysis and recommendation with respect to the District's 2023 tax rate. The Board reviewed the analysis and recommendation, as well as the 2023 voter-approval tax rate worksheet. The Board considered the attached Resolution Finding District to be Low Tax Rate, Developed, Developing, or Developed District in a Declared Disaster Area, Calling Public Hearing on 2023 Tax Rate, and Authorizing Tax Assessor-Collector to Prepare and Publish Notice of the Public Hearing. After discussion, upon unanimous vote, the Board found that the District is a Developed district under Texas Water Code §49.23602 and adopted the attached Resolution so stating. The Board also authorized publication of a Notice of a Public Hearing on October 23, 2023, at which the Board will consider adoption of a total 2023 tax rate of \$0.854 per \$100 assessed valuation, which the Board noted consists of a debt service tax of \$0.00 and a maintenance tax of \$0.854. The attorney noted that after considering a proposed tax rate, 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. Mr. Ideus presented the bookkeeper's report, copy attached. He noted that the District is eleventh months into its fiscal year, and everything appears to be in good order. Upon motion made, seconded, and duly carried, the Board approved the bookkeeper's report as presented.

6. The Board then considered a Resolution Adopting Operating Budget for the District's fiscal year ending on September 30, 2024. After some discussion, the Board unanimously approved the resolution subject to Mr. Ideus updating the maintenance tax revenue to reflect the District's proposed maintenance tax rate.

7. With regard to Section 26.18 of the Texas Tax Code, Mr. McNiel noted that the District's online posting required under that statute would be amended to reflect the District's newly-adopted tax rate and budget.

8. Ms. Hanna, the District's auditor, then presented a fee proposal to perform the District's audit for the fiscal year ending on September 30, 2023. She noted that the fee

range for the audit was in line with the fee charged last year by her firm to perform such services. Subject to that discussion, the Board authorized the auditor to perform the District's audit.

9. The Board then considered an amendment to their Statement of Directors to reflect updated information with respect to the notice to purchaser required under Section 49.4521 of the Texas Water Code. Upon motion made and unanimously carried, the Board approved the amendment as presented.

10. Ms. Garcia presented the operator's report, copy attached. She noted 568 connections in the District with 88.1% water accountability for the previous month. The operator stated that the water accountability rate remains steady. The District's wastewater treatment plant operated at 30% of its capacity. The operator's report noted that the West Harris County Regional Water Authority (the "Authority") implemented Stage 2 of their drought contingency plan, and the District has implemented the stage of its plan that includes the Authority's requirements. The operator noted that three new users joined the District's eye-on-water program during the prior month. Ms. Garcia then discussed the shirts to be worn by the Board at conferences and during the performance of District duties. The operator then reviewed a list of delinquent accounts to the Board for termination of utility service. Lastly, the operator presented one request for water bill adjustment to the Board. After discussion, upon motion duly made, seconded and unanimously carried, the Board declined to approve the adjustment. After discussion, upon motion duly made, seconded and unanimously carried, the Board approved the operator's report and action items thereon as presented.

11. Mr. Humble presented the engineer's report, copy attached. He presented a preliminary summary of the costs associated with refurbishing or reconstructing the District's existing wastewater treatment plant, as well as the costs for purchasing capacity in the Chelford City MUD plant. Following that discussion, upon motion made and seconded, the Board unanimously approved the engineer's report as presented.

12. Under pending business, the Board noted that the October meeting will be held on October 23, 2023. The Board also discussed a special meeting to tour the District's plant facilities, with the date and time of such meeting to be determined.

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


Secretary