

WEST HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 4

Minutes of Meeting of Board of Directors
November 27, 2023

The Board of Directors (“Board”) of West Harris County Municipal Utility District No. 4 (“District”) met on November 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
Jack Patel, Assistant Secretary
Michael Cummings, Treasurer

and the following absent:

None

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. Bob Ideus, the District’s bookkeeper; 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 received.
2. The Board reviewed the minutes of the meeting held on October 23, 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 98.43% collections for 2022 taxes as of the date of the report. Three checks and one wire transfer were presented for the Board’s review and approval. 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. He noted that the District is in the first month of its September 30, 2024 fiscal year. Upon motion made, seconded, and duly carried, the Board approved the bookkeeper's report as presented.

5. Ms. Garcia presented the operator's report, copy attached. She noted 568 connections in the District with 83.1% water accountability for the previous month. The operator stated that the water accountability rate remains steady. The District's wastewater treatment plant operated at 28% of its capacity. The operator's report noted that the West Harris County Regional Water Authority (the "Authority") rescinded its stage 1 drought measures earlier in the month, and the signage has been removed from the District. The operator noted that two new users joined the District's eye-on-water program during the prior month. The operator then presented a proposal from NTS in the amount of \$7,820.00 to install a junction box at 22 Bridge Crest Ct, which the Board approved. 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.

6. Mr. Humble presented the engineer's report, copy attached. He noted that he and the attorney met with the attorneys and engineers for the owners of the Chelford City MUD plant regarding a possible reduction in the costs for purchasing capacity in their plant. He stated that the attorney for the districts interested in selling capacity in the plant needed to obtain additional information from their boards, and the Board requested that the attorney send an email inquiring as to the purchase price of the desired capacity. Following that discussion, upon motion made and seconded, the Board unanimously approved the engineer's report as presented.

7. The Board considered renewal of its insurance, with the attorney noting that its premium for the year increased due to increases in the value of the District's facilities as well as the addition of certain additional coverages. Subject to the that discussion, upon motion duly made and seconded, the Board unanimously approved the renewal proposal as presented.

8. The attorney stated that her office conducted its annual review of the insurance policies held by the District's consultants, and everything is in order.

9. Under pending business, the Board noted that its December meeting will be held on December 18, 2023.

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

A handwritten signature in black ink, consisting of several loops and flourishes, positioned above a horizontal line.

Secretary