

WEST HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 4

Minutes of Meeting of Board of Directors
March 25, 2024

The Board of Directors (“Board”) of West Harris County Municipal Utility District No. 4 (“District”) met on March 25, 2024 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:

Anthony Rodriguez, Secretary
Jack Patel, Assistant Secretary
Michael Cummings, Treasurer

and the following absent:

Mary Gomez, President
Hanna Affram, Vice President

Also present were Ms. Raquel Garcia, the District’s operator; Ms. Michelle Guerrero, the District’s tax assessor-collector; Mr. Bob Ideus, the District’s bookkeeper; Mr. Sean Humble, the District’s engineer; and Ms. Jennifer B. Seipel, attorney for District.

The Treasurer 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 February 26, 2024.

Upon motion duly made, seconded and unanimously carried, the Board approved the minutes as presented.

3. 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.

4. Ms. Guerrero presented the tax assessor-collector’s report, copy attached, which showed 95.4% collections for 2023 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.


5. Mr. Ideus presented the bookkeeper's report, copy attached. He noted that the District is in the fifth month of its September 30, 2024 fiscal year. Upon motion made, seconded, and duly carried, the Board approved the bookkeeper's report as presented.

6. Ms. Garcia presented the operator's report, copy attached. She noted 566 connections in the District with 89.8% water accountability for the previous month. The District's wastewater treatment plant operated at 33% of its capacity. The operator presented and recommended approval of a write-off list, which will be sent to collections. Ms. Garcia then presented a proposal from Neil Technical Services to install a new automatic transfer switch and surge protection equipment at the wastewater treatment plant in the total amount of \$19,820.00. 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.

7. Mr. Humble presented the engineer's report, copy attached. He noted that he and the attorney continue to speak with representatives for members of the Chelford City MUD plant regarding the possible purchase of capacity in their plant. The attorney stated that the two municipal utility districts interested in selling a portion of their excess capacity in the Chelford City MUD plant have requested that the District present a proposal for such purchase, including the purchase price. After some discussion, the Board requested that the attorney contact the financial advisor and the attorney for the Chelford City MUD plant members seeking additional information for the Board's consideration. Following that discussion, upon motion made and seconded, the Board unanimously approved the engineer's report as presented.

8. The Board reviewed drafts of an updated Drought Contingency Plan and an updated Water Conservation Plan. The drafts had previously been forwarded to the District's operator and engineer for their consideration, and after a brief discussion the Board unanimously approved the attached Resolution for Adoption of a Drought Contingency Plan and Order for Adoption of a current Water Conservation Plan.

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


Secretary