

WEST HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 4

Minutes of Meeting of Board of Directors
June 24, 2024

The Board of Directors (“Board”) of West Harris County Municipal Utility District No. 4 (“District”) met on June 24, 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:

Mary Gomez, President
Hanna Affram, Vice President
Anthony Rodriguez, Secretary
Michael Cummings, Treasurer
Jack Patel, Assistant Secretary

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. Bob Ideus, the District’s bookkeeper; and Ms. Jennifer B. Seipel, attorney for District. Also present were Ms. Tiera Gaston and Mr. Darrell Hatch.

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 May 20, 2024. Upon motion duly made, seconded and unanimously carried, the Board approved the minutes as presented.
3. The Board recognized Ms. Tiera Gaston and Mr. Darrell Hatch with the Office of Epidemiology, Surveillance, and Emerging Diseases of the Harris County Public Health Department. They both gave a presentation related to their department’s request to monitor disease levels at the District’s wastewater treatment plant. The Board and the attorney asked several questions regarding the process for collecting samples at the plant and the terms of the agreement allowing the health department to do so. At the conclusion of the discussion, the Board requested that Ms. Gaston and Mr. Hatch send the proposed agreement for further consideration at the

District's July meeting. Ms. Gaston and Mr. Hatch agreed to do so, thanked the Board for its time, and left the meeting.

4. Ms. Guerrero presented the tax assessor-collector's report, copy attached, which showed 97.1% 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 eight 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. The Board reviewed the ethics letter and update by investment officer, Bob Ideus. The attorney noted that annually the investment officer is asked to disclose whether he has any personal business relationships (as that term is defined by statute) with anyone offering to engage in an investment transaction with the District. Mr. Ideus submitted the required disclosure which indicated that he had no such relationships to disclose. The attorney noted that this document would be filed with the Texas Ethics Commission and in the District's records as required by law. Upon unanimous vote, the Board approved the investment officer disclosure as presented and authorized its necessary filing.

7. Ms. Garcia presented the operator's report, copy attached. He noted 566 connections in the District with 87.0% water accountability for the previous month. The District's wastewater treatment plant operated at 39% of its capacity. Ms. Garcia presented a request for bill adjustment from a customer. After discussion, the Board took no action with respect to the request. The operator also discussed the replacement of the fence at the water plant. She presented a proposal for the replacement of the fence in the amount of \$53,998.00. Director Cummings pointed out that the existing fence, which is showing signs of failure, was constructed in the 2000s by Fencecrete with a lifetime warranty. The Board requested that the attorney review their files to determine what paperwork exists related to the warranty for consideration at the next meeting. The operator stated that the replacement of the existing non-potable pumps and hardware is on schedule. Ms. Garcia stated that the fire hydrant repairs are complete. Ms. Garcia then provided updates to several pending projects at the wastewater treatment plant. The operator 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.

8. The Board then discussed amendment of its Rate Order. The attorney stated that the District's operator recommended that the District make several changes with regard to certain billing and operational matters identified in the Rate Order. The attorney presented a draft of the Rate Order that reflects those proposed changes. After discussion, the Board unanimously approved the Rate Order as presented.

9. There was no engineer's report. However, with regard to the purchase of capacity in the Chelford City MUD plant and other upcoming projects, the attorney presented the counteroffer received from the participants regarding the purchase price and terms of payment. After some discussion, the Board requested that the attorney obtain additional information from the financial advisor with regard to how the deal could be paid for. The Board also requested that the tax assessor-collector forward the most recent audits of the participants from whom the District would be buying capacity. Both the attorney and tax assessor-collector agreed to do so.

10. Ms. Seipel reported on the necessity to submit emergency operations information and an application for critical load status. Texas law requires that the District submit information regarding its emergency operations to state emergency operations offices and local offices. In addition, the District must apply for its critical water and sewer facilities to be given priority status for power restoration after a hurricane or other storm. The Board acknowledged the operator's submission of the necessary documentation.

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


Secretary