

## WEST HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 4

Minutes of Meeting of Board of Directors  
September 23, 2024

The Board of Directors (“Board”) of West Harris County Municipal Utility District No. 4 (“District”) met on September 23, 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 Mr. Sean Humble, the District’s engineer; Mr. Corey Howell, the District’s financial advisor; Mr. Bruce Dubiel and Mr. Justin Ubernosky, the District’s operators; Ms. Michelle Guerrero, the District’s tax assessor-collector; Mr. Bob Ideus, the District’s bookkeeper; Ms. Jennifer Hanna, auditor for the District; 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 August 26, 2024. 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 97.7% 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.

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 2024 tax rate. The Board reviewed the analysis and recommendation, as well as the 2024 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 2024 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 28, 2024, at which the Board will consider adoption of a total 2024 tax rate of \$0.75 per \$100 assessed valuation, which the Board noted consists of a debt service tax of \$0.0 and a maintenance tax of \$0.75.

5. Mr. Ideus presented the bookkeeper's report, copy attached. He noted that the District is ten 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 considered a Resolution Adopting Operating Budget for the District's fiscal year ending on September 30, 2025. After discussion, the Board unanimously approved the resolution as presented.

7. The attorney noted that after considering a proposed tax rate and following the adoption of a budget for the upcoming fiscal year, 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.

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, 2024. She noted that the fee range for the audit was consistent 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. Mr. Dubiel presented the operator's report, copy attached. First, Mr. Dubiel introduced Mr. Ubersnosky to the Board, stating that he will be assisting the District in light of the District's former account manager's departure. Mr. Dubiel then noted 568 connections in the District with 86.2% water accountability for the previous month. The

District's wastewater treatment plant operated at 35% of its capacity. Mr. Dubiel presented several proposals for the construction of a new fence around the water plant. Director Patel requested that the operator obtain an additional proposal for the construction of a metal fence, to which Mr. Dubiel agreed. The operator noted that four new users joined the District's eye-on-water program during the prior month. Mr. Dubiel stated that the District received its well test reports, with the results of such reports being in line with prior reports. 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.

10. Mr. Humble presented the engineer's report, copy attached. He reported that, with regard to the purchase of capacity in the Chelford City MUD plant, the attorney recommended that the District attempt to memorialize its decision to proceed with the purchase by way of a one-time payment in the amount of \$1,800,000. The engineer agreed. Mr. Humble also noted that he will complete the lead and copper service line inventory and file with the Texas Commission on Environmental Quality by the October deadline. He stated that no lead or copper findings were made. Following that discussion, upon motion made and seconded, the Board unanimously approved the engineer's report as presented.

11. At 7:42 p.m., the Board entered into executive session to consult with its attorney regarding personnel matters and the operator's contract. At 8:00 p.m., the Board exited executive session and requested that the attorney place the solicitation of proposals for operations services on an agenda for a special meeting to be held on October 21, 2024 at 6:00 p.m.

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

  
Secretary