

## WEST HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 4

Minutes of Meeting of Board of Directors  
November 18, 2024

The Board of Directors (“Board”) of West Harris County Municipal Utility District No. 4 (“District”) met on November 18, 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

and the following absent:

Jack Patel, Assistant Secretary

Also present were Ms. Missy Steadman, the District’s former operator; Ms. Michelle Guerrero, the District’s tax assessor-collector; Mr. Bob Ideus, the District’s bookkeeper; Mr. Carlous Smith and Mr. Jeff Haley with Si Environmental; 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 28, 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 97.8% 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. Mr. Ideus presented the bookkeeper’s report, copy attached. He noted that the District is in the first month of its September 30, 2025 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.

5. Ms. Steadman presented the operator's report, copy attached. She noted 568 connections in the District with 88% water accountability for the previous month. The District's wastewater treatment plant operated at 34% of its capacity. The operator noted that four new users joined the District's eye-on-water program during the prior month. Ms. Steadman noted that the transition of facilities management was undertaken earlier in the month and went smoothly. 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. The Board then considered changes to their existing Rate Order. Ms. Seipel stated that she and the operator have been reviewing the Rate Order in light of the change of operations firm and confirmed no changes were required.


7. No engineer's report was presented.

8. 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. Subject to the that discussion, upon motion duly made and seconded, the Board unanimously approved the renewal proposal as presented.

9. 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.

10. Under pending business, the Board noted that its December meeting will be held on December 16, 2024.

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

  
Secretary