

WEST MEMORIAL MUNICIPAL UTILITY DISTRICT

Minutes of Meeting of Board of Directors

February 23, 2026

The Board of Directors (the “Board”) of West Memorial Municipal Utility District (the “District”) had a meeting, open to the public, at the District’s Sewage Treatment Plant located at 22025 Kingsland Blvd., Katy, Texas, a designated meeting place inside the boundaries of the District and the roll was called of the members of the Board as follows:

Kenny Cryar	President
Patty Leo	Vice President
Elena Vanderloo	Secretary
Anna Khan	Assistant Secretary
Jerry Wells	Director

All the above were present thus constituting a quorum.

Also present at the meeting were Don Self of Inframark, LLC (“Inframark”); Frank Mitchell and Joshua Zientek of Mitchell, Zientek & Scruggs, LLP (“MZS”); Esther Flores of Tax Tech, Inc. (“Tax Tech”); Nancy Blackwell (remote) of Baxter & Woodman, Inc. (“BW”); Members of American Legion Post 164 (“AL164”); Danae Dehoyos of Touchstone District Services (“Touchstone”); Avik Bonnerjee of B&A Municipal Tax Services, LLC (“B&A”); Shari Harvey of Municipal Financial Management, Inc. (“MFMI”); Asha Brewer of the Harris County Public Health (“HCPH”).

CALL TO ORDER, CERTIFICATE OF POSTING

Director Cryar called the meeting to order at 7:00 p.m.

SECURITY CAMERA SYSTEM TRAINING

Director Cryar gave an update explaining that he requested scheduling the training at another time.

PUBLIC COMMENTS

There were no public comments presented at this time.

MINUTES OF MEETINGS

The Board considered approving the minutes of the January 26, 2026, board meeting. Director Vanderloo moved, and Director Khan seconded, to approve the minutes, as presented. The motion passed unanimously.

STP MINUTES OF MEETING

Director Cryar gave a brief recap of the February 9, 2026, STP meeting including a review of meeting discussion items, engineering updates and Capital Improvements Plan (“CIP”), and draft

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joint facilities STP contract. After Director Cryar advised that the joint districts are satisfied with the conduct of joint meetings, the Board reviewed and considered adopting the minutes of the STP meeting. Director Vanderloo moved to approve the STP minutes, as presented, and Director Khan seconded. The motion carried unanimously.

HARRIS COUNTY PUBLIC HEALTH PRESENTATION (CONTINUED BELOW)

Ms. Brewer gave a presentation related to ongoing monitoring related to COVID-19 in Harris County through the Harris County Public Health Department and coordination with local municipal utility districts. She outlined how the proposed monitoring program is funded federally and other benefits to the District and its residents. She further advised that there are no reporting requirements or costs for the District. After a review of the potential agreement and historical considerations of prior decisions related to prior proposal(s), the Board deferred taking action at this time and the Board wanted to discuss it later in the meeting.

COMMUNICATIONS REPORT

Ms. Dehoyos presented the written Communications Report which was reviewed, a copy of which is attached as Exhibit A. The Board reviewed visitors to the website, analytics, and new postings. Open inquiries were discussed in detail and District alert options such as quarterly or biannual text alert notices on the District's website to attempt to generate more participation in text alerts. She also explained the cost associated with generating said postings. Director Vanderloo moved, and Director Khan seconded, to approve the Communications Report. The motion passed unanimously.

AMERICAN LEGION POST 164

Members of the American Legion presented a number of updates related to ongoing items and events at the post. The Annual First Responders Award Dinner was successful and an update in an ongoing support groups was explained. An invoice related to fire alarm monitoring was presented for review and payment.

LANDSCAPING AND SECURITY FENCING AT WWTP

Director Vanderloo reviewed three (3) estimates for fencing. The Board noted the differences in the estimates provided and differences in the estimates. Ms. Blackwell provided additional input. The Board considered additional fencing needs in other locations within the District, including near Kingsland Blvd. and the Ashley Gardens location. After the Board considered all three estimates, additional quotes were requested to be sought that would include the additional areas.

TAX ASSESSOR-COLLECTOR'S REPORT

Ms. Flores presented and reviewed the Tax Assessor-Collector's ("TAC") Report for the current reporting period, a copy of which is attached as Exhibit B. There was also an update on the

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previously approved water termination list, Director Vanderloo moved to approve the Tax Assessor-Collector's Report, as presented. Director Khan seconded the motion and it passed unanimously. The Board congratulated Ms. Flores on forty (40) years of service.

SALES TAX REPORT

Mr. Bonnerjee presented the Sales Tax Report, a copy of which is attached as **Exhibit C**. The Board considered the report and status of several local businesses sales tax reporting concerns. Director Vanderloo moved, and Director Khan seconded, to approve the report. The motion passed unanimously. Lastly, Mr. Bonnerjee presented a proposed sales tax report consultant contract amendment. After the proposed changes were considered, including the increase in fees, Director Vanderloo moved to approve the amendment, as presented. The motion was seconded by Director Khan and passed unanimously.

BOOKKEEPER'S REPORT

Ms. Harvey presented the District's Bookkeeper's Report, a copy of which is attached as **Exhibit D-1**, and updated the Board on District receipts, disbursements, sales tax and investment revenue, and reviewed the comparison of budget to actual for the reporting period. Ms. Harvey presented the STP Bookkeeper's Report, a copy of which is attached as **Exhibit D-2**. Following review of both Bookkeeper's Reports and an update on the sale related to Cabo Bob's, Director Vanderloo made a motion to accept the District Bookkeeper's Report(s) and the expenditures included therein. Director Khan seconded the motion which passed unanimously.

OPERATOR'S REPORTS

Mr. Self reviewed the Operator's Report for the District, a copy of which is attached as **Exhibit E-1** and the STP, a copy of which is attached as **Exhibit E-2**. He also provided an update on the Annual Water Usage Report. He presented a detailed review of account write-offs. Related to accountability, Mr. Self discussed interconnect usage and the possibility for additional monitoring. He then discussed ordering new signage related to water quality and advised that the cost should not exceed \$3,500. Director Leo moved to approve the purchase new signs at a cost not to exceed \$4,000 which was seconded by Director Vanderloo and passed unanimously. Next, the wastewater report was presented. Wasting Pump #4 at the Wastewater Treatment Plant at a cost estimate of \$27,765 was presented and further advised that an insurance claim was made. Estimates of costs related to Aeration Blower Unit #2, Aeration Blower Motor #1, and Aeration Blower Motor #4, were presented. Ms. Blackwell provided additional information related future repairs and keeping the spare parts/blowers on hand for future use. Director Leo moved, and Director Vanderloo seconded, to approve the expenditure not to exceed \$35,000 for Blower Unit #1. The motion passed unanimously. Director Vanderloo moved to approve the expenditure related to Blower Unit #2 in an amount not to exceed \$25,000. The motion was seconded by Director Leo and passed unanimously. Lastly, Director Leo moved, and Director Vanderloo seconded to approve an expenditure for Wasting Pump #4 not to exceed \$27,765. The motion passed unanimously. Mr.

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Mitchell reminded that bidding for repairs also must comply with Texas Water Code requirements subject to certain exceptions, in this case, for repairs where the scope or extent of the repair work cannot be readily ascertained or if the nature of the repair work does not readily lend itself to competitive bidding. Director Vanderloo moved to approve the Operator's Reports, as presented. The motion was seconded by Director Khan and passed unanimously.

ENGINEER'S REPORT

Ms. Blackwell presented the Engineer's Report, a copy of which is attached as Exhibit F. She updated the Board on a number of items including: 1) WWTP Issues: 24" Influent Line Repair; 2) 54" CGMP WWTP Outfall Line; 3) WWTP Aeration Blower Improvements; 4) WWTP Walkway Replacement (complete); 5) WWTP - Underground Diesel Storage Tank Removal; 6) Risk & Resilience Assessment and Emergency Response Plan; and 7) Water Plant Tank Evaluations. Ms. Blackwell noted that the contract for the influent line repair has been awarded to Bull G Construction and a pre-construction meeting is scheduled. The design for the WWTP outfall line is under design and will need to be submitted to Harris County for approvals. She then noted that B&W is working on the design for the blower replacements and presented a proposal for the purchase of two blowers for \$440,336. She also presented a certificate of completion and final pay estimate in the amount of \$293,780 for the walkway repair project. Finally, she discussed that the underground storage tank project is underway with Inland Environments Ltd. And the risk and resilience assessment will be completed prior to the required deadlines. Director Vanderloo moved, and Director Khan seconded, to approve the report and the purchase of the two blowers and the final pay estimate for the walkway project. The motion passed unanimously.

ATTORNEY'S REPORT

Mr. Mitchell presented the Attorney's Report noting that the sale closed on the Cabo Bob's property. There are no updates on the revised STP agreement and it is with the attorneys' for the partner districts. Next, Mr. Mitchell explained that he sent a letter to the local HOA related to potential refund(s) but that there were no updates. Director Vanderloo advised that she would follow up. There was some discussion but no action related to the proposed security contract with the HOA and the Constable. Mr. Mitchell advised that the District needed to annually review local wage rate scales. Director Leo moved, and Director Vanderloo seconded, to adopt the resolution adopting the wage rate scales for the City of Houston. The motion passed unanimously. Mr. Mitchell then explained that it was time to renew the District's insurance. The Board noted that the property values should be adjusted once the underground diesel storage tank is removed. Ms. Blackwell advised that she would follow up when the removal is complete. Director Leo moved to request a renewal proposal and authorize MZSLLP to review said proposal. The motion was seconded by Director Vanderloo and passed unanimously. Lastly, Mr. Mitchell explained the need to file the Special Purpose District Public Information Database filing with the Texas Comptroller. Director Vanderloo moved to authorize filing the report with was seconded by Director Khan and passed unanimously.

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EXECUTIVE SESSION PURSUANT TO TEXAS GOVERNMENT CODE, SECTION 551.071, ET. SEQ.

The Board did not enter Executive Session.

RECONVENE IN OPEN SESSION AND AUTHORIZE ACTION RELATED TO EXECUTIVE SESSION

The Board did not enter executive session.

PENDING BUSINESS AND ADJOURNMENT

After the Board considered items to be included on the next meeting notice/agenda, it was noted that the next regular meeting would be on March 23, 2026.

HARRIS COUNTY PUBLIC HEALTH PRESENTATION (CONTINUED BELOW)

The Board continued its consideration of the presentation related to the COVID-19 surveillance program. Mr. Mitchell reminded that an escort could be required by the District's operator to any County employees for any participation. Director Vanderloo moved to decline participation in the Surveillance Program. Director Khan seconded. The motion passed three to two (3-2) with Directors Cryar and Leo opposing.

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THESE MINUTES ARE PASSED, APPROVED, and ADOPTED by the Board of Directors of West Memorial Municipal Utility District this 23rd day of March, 2026.

/s/Elena Vanderloo
Secretary, Board of Directors



BOARD OF DIRECTORS MEETING
EXHIBITS TO MINUTES OF MEETING

- | | |
|-----------|---|
| A | Communications Report |
| B | Tax Assessor/Collector Report |
| C | Sales Tax Report |
| D-1 & D-2 | Bookkeeper's Reports (District and STP) |
| E-1 & E-2 | Operator's Report (District and STP) |
| F | Engineer's Report |