

WEST MEMORIAL MUNICIPAL UTILITY DISTRICT

Minutes of Meeting of Board of Directors

July 27, 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, except Director Vanderloo, who was in attendance remotely, who arrived later in the meeting, thus constituting a quorum.

Also present at the meeting were Don Self of Inframark, LLC (“Inframark”); Frank Mitchell and Joshua Zientek (remote) of Mitchell, Zientek & Scruggs, LLP (“MZS”); Lynnette Tujague of Municipal Financial Management, Inc. (“MFMI”); Nancy Blackwell (remote) of Baxter & Woodman, Inc. (“BW”); Danae Dehoyos of Touchstone District Services (“Touchstone”); Member(s) of American Legion Post 164 (“AL164”); and members of the public.

CALL TO ORDER, CERTIFICATE OF POSTING

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

PUBLIC COMMENTS

There were no comments from the public.

MINUTES OF MEETINGS

The Board considered approving the minutes of the June 22, 2026, board meeting. Director Wells noted a typographical error in the Engineer’s Report. Director Wells moved, and Director Leo seconded, to approve the minutes, as corrected. The motion passed unanimously.

STP MINUTES OF MEETING

Director Cryar gave a brief recap of the STP meeting including a review of meeting discussion items. The Board reviewed and considered adopting the minutes of the July 13, 2026, STP meeting, as presented. Director Cryar and Mr. Mitchell provided an update on the ongoing contractual discussions and concerns. Director Khan moved to approve the STP minutes, as presented, and Director Wells seconded. The motion carried unanimously.

COMMUNICATIONS REPORT

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Ms. Dehoyos presented the Communications Report and provided an update on analytics for the District's website and online presence. A resident inquiry was considered related to water sources. Director Khan moved, and Director Wells seconded, to approve the Communications Report. The motion passed unanimously. There was additional discussion related to posting event highlights from AL164. The Board concurred with posting additional information related to AL164 and their events to the District's website.

AMERICAN LEGION POST 164

AL164 presented a number of updates related to ongoing events at the post including an update on signage improvements, landscaping, and working with local non-profit organizations. He gave an update on an upcoming event and requested permission to utilize additional parking. A representative of the Texas Department of Disabled American Veterans introduced himself and explained their efforts in assisting disabled veterans.

LANDSCAPING AND SECURITY FENCING AT WWTP

Ms. Blackwell advised that, due to ongoing engineering projects at the WWTP, landscaping is not ready to proceed. There were no other updates.

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 A. She gave an update on the litigation accounts, presented the checks for payment, pending refunds, and delays in receiving certified values. Director Vanderloo moved to approve the Tax Assessor-Collector's Report, as presented. Director Khan seconded the motion, which passed unanimously.

BOOKKEEPER'S REPORT

Ms. Tujague presented the District's Bookkeeper's Report, a copy of which is attached as Exhibit B1, 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. She also presented the STP Bookkeeper's Report, a copy of which is attached as Exhibit B2. Following a review of the reports, checks presented, and proposed budget, Director Khan made a motion to accept the District Bookkeeper's Report(s), the expenditures included therein, and the proposed budget. Director Wells 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 C1, and for the STP, a copy of which is attached as Exhibit C2. Mr. Self advised that a rate increase for operational services, per the District's contract with Inframark, would be implemented.

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A leak bill adjustment was presented and after consideration and discussion, the Board concurred with denying the request. Director Vanderloo made a motion to approve the operator's report, cut-off list, and uncollectibles, as presented. The motion was seconded by Director Khan and passed unanimously. Mr. Mitchell provided an update on the rate order changes which were incorporated. Director Leo moved, and Director Khan seconded, to approve the rate order changes, subject to any final revisions and authorize publication if required. The motion passed unanimously.

ENGINEER'S REPORT

Ms. Blackwell presented the Engineer's Report, a copy of which is attached as Exhibit D. She updated the Board on a number of items including: 1) WWTP - Underground Diesel Storage Tank Removal, including the certificates of completion and acceptance and Pay Estimate No. 3 and Final in the amount of \$5,908.65 from Inland Environments; 2) WWTP - 24" Influent Line Repair, including Pay Estimate No. 2 from Bull-G Construction in the amount of \$89,977.50; 3) WWTP - Aeration Blower Improvements, including a bid review and the low bid in the amount of \$252,500 received by Elite Texas Industrial Services; 4) WWTP - 54" Outfall Line; 5) WWTP - Aeration Basin No. 2 Rehab; and 6) Risk & Resilience Assessment and Emergency Response Plan. Director Leo moved to approve award of the contract to Elite Texas Industrial Services in the amount of \$252,500, subject to final review of the contractual documents and bonds. The motion was seconded by Director Khan and passed unanimously. Director Vanderloo then made a motion to approve the Engineer's Report. The motion was seconded by Director Khan and passed unanimously.

ATTORNEY'S REPORT

Mr. Mitchell presented the Attorney's Report noting proposed comments and revisions to the draft STP agreement. He advised that he is awaiting comments from two (2) of the districts. He then discussed an upcoming agenda item for cybersecurity and AI. An update on the security camera usage policy was considered. Director Khan moved, and Director Vanderloo seconded, to approve the resolution evidencing review of the District's Investment Policy and Qualified Brokers List. The motion passed unanimously. Director Vanderloo presented additional information related to records retention and electronic records keeping. Mr. Mitchell gave additional details related to retention schedules. There was extensive discussion related to options for retention, destruction of records per the retention schedules, and how to best utilize the proposed service. Mr. Mitchell advised that a records management officer would need to be designated. Director Leo moved to accept the bid from Veritrust and to appoint Director Vanderloo as the District's Records Management Officer. The motion was seconded by Director Khan and passed unanimously. Lastly, Mr. Mitchell reviewed the items on the Supplemental Agenda related to the District's upcoming November 2026 directors election. Director Leo moved to appoint MZS as the agent for elections. Director Cryar seconded and it passed unanimously. Director Leo moved, and Director Khan seconded, to approve the Order Calling the Directors Election and Joint Election Services Agreement with Harris County, if needed. The motion passed unanimously. Lastly, Director Vanderloo moved to accept the Attorney's Report and Director Khan seconded. The motion passed unanimously.

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EXECUTIVE SESSION PURSUANT TO TEXAS GOVERNMENT CODE, SECTION 551, ET SEQ.

The Board did not enter executive session.

PENDING BUSINESS AND ADJOURNMENT

Director Leo presented information related to upcoming increases in costs associated with law enforcement services, including an annual increase in the amount of 8.8%. Director Khan moved, and Director Wells seconded, to adjourn the meeting. The motion passed unanimously.

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THESE MINUTES ARE PASSED, APPROVED, and ADOPTED by the Board of Directors of West Memorial Municipal Utility District this 24th day of August, 2026.

/s/Elena Vanderloo
Secretary, Board of Directors



BOARD OF DIRECTORS MEETING
EXHIBITS TO MINUTES OF MEETING

- | | |
|---------|---|
| A | Tax Assessor/Collector Report |
| B1 & B2 | Bookkeeper's Reports (District and STP) |
| C1 & C2 | Operator's Report (District and STP) |
| D | Engineer's Report |