WEST MEMORIAL MUNICIPAL UTILITY DISTRICT
Minutes of Meeting of Board of Directors
March 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 of Mitchell, Zientek & Scruggs, LLP ("MZS"); Esther Flores of Tax Tech, Inc. ("Tax Tech"); Nancy Blackwell (remote) of Baxter & Woodman, Inc. ("BW"); Don Self of Inframark, Inc. ("Inframark"); Members of American Legion Post 164 ("AL164");, LLC ("B&A"); Lynnette Tujague of Municipal Financial Management, Inc. ("MFMI"); and Trevor Schuman of Today's Integration ("TI").

CALL TO ORDER, CERTIFICATE OF POSTING

Director Cryar called the meeting to order at 6:30 p.m.

EXECUTIVE SESSION: SECURITY CAMERA SYSTEM TRAINING

The Board then entered executive session at 6:32 p.m. to obtain training on and discuss the new security alarm and cameras systems for the district facilities. The Board returned to open session at 7:00 p.m. with no action to be taken.

AMERICAN LEGION POST 164

Mr. Dennis Wells was introduced as the new post commander. Members of the American Legion presented a number of updates related to ongoing items and events at the post. They noted that there will be a special event for grandkids this month and that the post will be handling an honor flight ceremony.

PUBLIC COMMENTS

There were no public comments presented at this time.

MINUTES OF MEETINGS

The Board considered approving the minutes of the February 23, 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 March 9, 2026, STP meeting including a review of meeting discussion items. 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.

COMMUNICATIONS REPORT

There was no representative present but Director Leo 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. Director Vanderloo moved, and Director Khan seconded, to approve the Communications Report as presented. The motion passed unanimously.

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**. She gave an update on the litigation accounts and presented the checks for payment. Director Vanderloo moved to approve the Tax Assessor-Collector's Report, as presented. Director Khan seconded the motion and it passed unanimously.

BOOKKEEPER'S REPORT

Ms. Tujague presented the District's Bookkeeper's Report, a copy of which is attached as **Exhibit C-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. Tujague presented the STP Bookkeeper's Report, a copy of which is attached as **Exhibit C-2**. She noted that the District received the check from the sale of the property. Mr. Mitchell then asked the board to authorize the consultants to search their records for unclaimed property and make the proper notifications. Following review of the reports and checks presented, Director Vanderloo made a motion to accept the District Bookkeeper's Report(s) and the expenditures included therein and to authorize the consultants to research unclaimed property and make the proper notifications.. 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 D-1** and the STP, a copy of which is attached as **Exhibit D-2**. He presented an additional quote for the preposed fencing repairs. He then gave a report on a utility pole that had been backed into by an Inframark employee and damaged and noted that Inframark will be covering the costs to repair. Mr. Self gave an update on the process water pump piping and noted that the pipes needed to be upgraded from PVC to galvanized steel and stated that he would have an estimate at the next meeting. He then presented a quote for a staircase replacement on the control building but would like Ms. Blackwell to take a look at it before asking for approval. Lift pump #3 has failed and was pulled for repairs and asked for approval to proceed not to exceed $25,000. Director Vanderloo moved to approve the Operator's Reports, as presented and to authorize the repairs to lift pump #3 not to exceed $25,000. The motion was seconded by Director Khan and passed unanimously.

<u>LANDSCAPING AND SECURITY FENCING AT WWTP</u>

The Board discussed the fencing replacement quotes received thus far and additional areas that needed attention as well. Director Vanderloo noted that the plants needed for the clubhouse and Buckeye facility have been added and once they come in it will be landscaped. The Board decided to wait on any additional quotes to approve the fencing replacement.

<u>ENGINEER'S REPORT</u>

Ms. Blackwell presented the Engineer's Report, a copy of which is attached as **<u>Exhibit E</u>**. She updated the Board on a number of items including: 1) WWTP Issues: 24" Influent Line Repair; 2) WWTP – Underground Diesel Storage Tank Removal; 3) WWTP 54' Outfall Line; WWTP - Aeration Blower Improvements; and 5) Risk & Resilience Assessment and Emergency Response Plan. Ms. Blackwell noted that the contract for the influent line repair has begun and there are no pay estimates to review this month. She said the underground tank removal project is under way. She presented a TCEQ required document for signature that will need to be sent to the TCEQ after removal. The design for the WWTP outfall line is under design and noted that they received a bid from the surveyor to survey the entire WWTP site for $14,315 and stated that the District needed one because it had been several years since one was done. She then noted that the design for the blower replacements is underway and said the blower manufacturer has confirmed that the two new blowers have moved into production. We are waiting on an updated production and delivery schedule from the manufacturer and then we will adjust the project bid schedule accordingly. And finally, the EPA required updates have been authorized and the work will be completed prior to the imposed deadlines. Director Vanderloo moved, and Director Khan seconded, to approve the report and signature of the TCEQ document for the underground storage tank project. The motion passed unanimously.

<u>ATTORNEY'S REPORT</u>

Mr. Mitchell presented the Attorney's Report noting that there are no updates to report on the revised STP agreement and it is with the attorneys' for the partner districts. He stated that he will reach out again to the other counsels to check on the status. He then noted that the HOA had received the letter form the District and refunded some of the assessments. There was then discussion related to the District taking on the contract for law enforcement services with Harris

County Pct. 5 Constable rather than the HOA. Director Leo made a motion to authorize MZS to reach out to the HOA regarding taking over the contract. The motion was seconded by Director Wells and passed 3-0-2 with Directors Khan and Vanderloo abstaining. Mr. Mitchell then explained the resolution regarding the annual review of the ethics policy and recommended no changes. He also asked for final approval to execute the insurance renewal at the $50,000 deductible amount. Director Leo made a motion to approve the ethics policy with no changes and to accept the renewal of the insurance with the $50,000 deductible. The motion was seconded by Director Vanderloo and passed unanimously.

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

The Board did not re-enter Executive Session.

RECONVENE IN OPEN SESSION AND AUTHORIZE ACTION RELATED TO EXECUTIVE SESSION

The Board did not re-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 April 27, 2026.

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THESE MINUTES ARE PASSED, APPROVED, and ADOPTED by the Board of Directors of West Memorial Municipal Utility District this 27th day of April, 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
C1 & C2	Bookkeeper's Reports (District and STP)
D-1 & D-2	Operator's Report (District and STP)
E	Engineer's Report