

**WHITE OAK WATER SUPPLY CORPORATION**  
**Minutes of Board of Directors Meeting**  
**May 25, 2023**

The Board of Directors (the “Board”) of White Oak Water Supply Corporation (the “Corporation”) held a meeting at 25003 Pitkin Rd., Suite D600, Spring, Texas 77386, in accordance with the duly posted notice of meeting, and the roll was called of the duly constituted officers and members of said Board, as follows:

Todd Sullivan	-	President
LeQuintiss Taylor	-	Vice President
Jaime Gutierrez	-	Secretary/Treasurer
Robert Simpson	-	Asst. Secretary/Treasurer
Mike Engle	-	Director

All of said members were present, except Director Sullivan, at the start of the meeting thus constituting a quorum.

Also present was Henry Journey and Mike Williams of Municipal Operations & Consulting, Inc. (“MOC”); Kayla Ray of Myrtle Cruz Inc. (“Myrtle Cruz”); and Daniel Scruggs of Mitchell, Zientek & Scruggs, LLP (“MZLLP”).

**CALL ROLL**

Director Taylor called the meeting to order and called roll of those present.

**COMMENTS FROM THE PUBLIC**

There were no comments from the public.

**MINUTES OF PRIOR BOARD OF DIRECTOR MEETING(S)**

Mr. Scruggs presented the minutes from the March 25, 2023, Regular Meeting and the March 23, 2023, Annual Meeting. Upon a motion by Director Engle, seconded by Director Taylor, the Board voted unanimously to approve the minutes, as presented.

**BOOKKEEPER’S REPORT**

Ms. Ray presented the Bookkeeper’s Report, a copy of which is attached hereto as **Exhibit A**. There was brief discussion regarding various banking fees issued by the various banking institutions used by the Corporation. Director Taylor moved to approve the Bookkeepers Report and checks, as presented. Director Engle seconded the motion and the motion passed unanimously.

**OPERATOR’S REPORT**

Mr. Journey presented and reviewed the Operator’s Report, a copy of which is attached hereto as **Exhibit B**. Mr. Journey presented the annual Consumer Confidence Report (“CCR”) for

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**May 25, 2023**

the Corporation. After brief discussion, Director Engle moved to approve the CCR, as presented, and the distribution of same to the customer, as required by law. Director Gutierrez seconded said motion, which passed unanimously. Mr. Journey then presented the action items for the lead and copper rule revisions that will be due by October of 2024. After brief discussion regarding the approach, Director Engle moved to approve the lead and copper rule survey, as discussed. Director Simpson second the motion, which passed unanimously.

Next Mr. Journey and Mr. Williams presented correspondence from the Lonestar Groundwater Conservation District (“LSGWCD”) in which LSGWCD indicated that they would be assessing a penalty related to the water usage of the Corporation exceeding the Corporation’s estimation. Mr. Williams noted that MOC would be meeting with LSGCWCD to discuss the issue as they had previously indicated that a penalty would not be assessed and historically has not been assessed. Director Engle moved to approve paying the penalty and having Ms. Ray hold the check until confirmation from MOC if the penalty would still be assessed. Director Taylor seconded said motion, which passed unanimously.

Director Taylor then moved to approve the Operator’s Report. Director Simpson seconded the motion which passed by unanimous vote of the Board.

**ENGINEER’S REPORT**

Director Engle presented the items provided by the Corporation’s engineer, including the two tank inspection reports. After review of the reports, Director Engle moved to authorize MOC to take the recommended maintenance actions as indicated on the inspection reports, including pressure washing the facilities and replacing a gasket as indicated. Director Taylor seconded said motion, which passed unanimously.

**COMMUNICATIONS/IT CONSULTANT’S REPORT**

There were no additional updates at this time.

**DIRECTORS’ REPORTS**

Mr. Scruggs noted that the due date for the Annual Report of FYE 2022 was extended until November 15, 2023.

**ATTORNEY’S REPORT**

Mr. Scruggs provided a status of the previous Form 990s and noted that the IRS provided correspondence indicating that an additional 60 days would be needed to review the prior Form 990s. Mr. Scruggs recommended amending the Corporation’s Bylaws to allow for more flexibility in scheduling the Corporation’s Annual Meeting. After brief discussion, Director Taylor moved, and

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Minutes of Board of Directors Meeting  
May 25, 2023

Director Engle seconded, to authorize the amendment, as discussed, to the Corporation's Bylaws to track the statutory language related to the timing of the Corporation's annual meeting.

EXECUTIVE SESSION PURSUANT TO TEXAS GOVERNMENT CODE, SECTION 551.071, et. seq.;

The Board did not enter Executive Session.

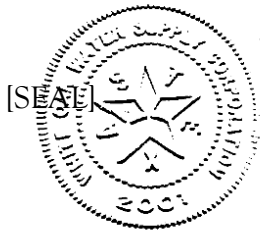
DISCUSS PENDING AND FUTURE BUSINESS, INCLUDING UPCOMING MEETING/EVENT SCHEDULES

The Board noted that the next schedule regular meeting was July 27, 2023, at 6:30 p.m.

ADJOURN

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

Passed and approved this 27th day of July, 2023.



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/s/Jaime Gutierrez  
Secretary, Board of Directors

LIST OF EXHIBITS

Exhibit A - Bookkeeper's Report

Exhibit B - Operator's Report