

**WHITE OAK WATER SUPPLY CORPORATION**  
**Minutes of Board of Directors Meeting**  
**April 25, 2024**

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:

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

All of said members were present, except Director Sullivan, who was absent, thus constituting a quorum.

Also, present was Henry Journey of Municipal Operations & Consulting, Inc. (“MOC”); Kayla Ray and Vanessa Martinez of Myrtle Cruz Inc. (“Myrtle Cruz”); Tony Sarman of Baxter & Woodman Inc.; and Frank Mitchell and Daniel Scruggs of Mitchell, Zientek & Scruggs, LLP (“MZSLLP”).

**CALL ROLL**

Director Engle 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 April 25, 2024, Regular Meeting. Upon a motion by Director Taylor, seconded by Director Gutierrez, the Board voted unanimously to approve the minutes, as presented.

**DESIGNATE OFFICER POSITION(S) OF THE BOARD**

There were no changes recommended to the Board.

**UPDATE ON ANNUAL FINANCIAL REPORT (COMPILATION) OF FYE 2023**

Mr. Scruggs presented two (2) proposals for completion of the annual financial report for FYE 2023 and after some discussion, Director Simpson moved, and Director Taylor seconded, that sBlazek & Vetterling would be engaged to prepare the Form 990 for FYE 2023 and Axley and Rode would be engaged to prepare the Annual Financial Report for FYE 2023. The motion passed unanimously.

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**BOOKKEEPER’S REPORT**

Ms. Martinez presented the Bookkeeper’s Report and the checks for payment, a copy of which is attached hereto as **Exhibit A**. Director Engle highlighted an expense regarding the office supplies. Director Taylor asked about the miscellaneous line item and wanted to combine it with the line item for office supplies. The Board concurred with that amendment. Director Taylor moved to approve the report and the checks 2033-47. Director Gutierrez 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**. Director Engle asked about an overpayment of \$3300 and Mr. Journey said he would review it. The annual Red Flag Policy was presented and there were no issues to report. Director Simpson moved to approve the Red Flag Policy with no recommended changes. Director Gutierrez seconded the motion, and the motion passed unanimously. Mr. Journey also presented the draft Consumer Confidence Report (“CCR”). After review, Director Taylor moved to approve the CCR, subject to final review of MZSLLP, and the Operator’s Reports. Director Simpson seconded the motion and the motion passed unanimously.

**ENGINEER’S REPORT**

Mr. Sarman presented the Engineer’s Report and the evaluations of the Ground Storage Tanks (“GSTs”). He presented photos and there was discussion about the recommendations made in the report. Mr. Sarman also explained the process for the Hydro Tank inspection. Director Gutierrez moved to approve scheduling the Hydro Tank inspection. Director Taylor seconded the motion and the motion passed unanimously. Director Engle then spoke about the previous summer’s demands on the system and asked Mr. Sarman to give some recommendations about additional storage capacities. Director Taylor moved to authorize the engineer to investigate ways to improve deliverability. Director Simpson seconded the motion which passed unanimously.

**COMMUNICATIONS/IT CONSULTANT’S REPORT**

Director Simpson noted that he is not receiving emails on his district device. Director Taylor is going to check on it and help resolve the issue.

**DIRECTORS’ REPORTS**

Director Engle noted that he checks social media on a regular basis to check for complaints.

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UPDATE ON ANNUAL MEETING AND DIRECTORS' ELECTION PROCEDURES

There were no additional items which were not resolved during the annual meeting.

ATTORNEY'S REPORT

Mr. Scruggs noted that Mr. Zientek is investigating the resolution of the prior Form 990s.

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

The Board did not enter Executive Session.

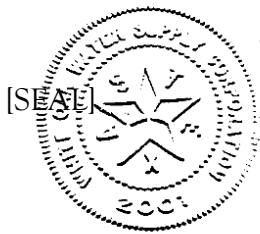
DISCUSS PENDING AND FUTURE BUSINESS, INCLUDING UPCOMING MEETING/EVENT SCHEDULES

The Board noted that the next scheduled regular meeting was June 20, 2024, at 6:30 p.m.

ADJOURN

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

Passed and approved this 20th day of June 2024.



WHITE OAK WATER SUPPLY CORPORATION

/s/ Jaime Gutierrez  
Secretary, Board of Directors

LIST OF EXHIBITS

- Exhibit A - Bookkeeper's Report
- Exhibit B - Operator's Report