

BY-LAWS

WESTWOOD NORTH WATER SUPPLY CORPORATION

Bylaws of Westwood North Water Supply Corporation, having been presented to the Board of Directors of said Corporation and duly adopted as follows:

ARTICLE I PRESIDENT

The President shall preside at all Members' and Directors' meetings. The President may, and upon demand of one-third-tenth (1/310) of the Members or a majority of the Board shall, call a special meeting of the Members or Directors. Such special meetings shall be held upon giving the notice required in Article XI of the By-~~L~~aws. The President shall perform all other duties that usually pertain to the office or are delegated to him by the Board of Directors.

ARTICLE II VICE-PRESIDENT

The Vice-President shall, in case of the absence or disability of the President, perform the duties of the President.

ARTICLE III SECRETARY-TREASURER

The Secretary-Treasurer shall have custody of all the monies and securities of the Corporation. The Secretary-Treasurer shall keep regular books and shall keep minutes of all meetings of Members and Directors. All monies of the Corporation shall be deposited by the Secretary-Treasurer in such depository as shall be selected by the Directors. Checks must be signed by the Secretary-Treasurer, the President, and/or Vice President. Any instrument in excess of \$500.00 shall require the signature of at least two officers of the corporation. The Secretary-Treasurer shall have custody of the seal of the Corporation and affix it as directed hereby or by resolution passed by the Board of Directors or Members. The Board of Directors may appoint an employee as Assistant or Deputy Secretary to assist the Secretary-Treasurer in all official duties pertaining to the office of Secretary.

The position of the Secretary-Treasurer and other positions entrusted with receipt and disbursement of funds shall be placed under a fidelity bond in an amount which shall be set from time to time, but not less than once each year, by the Board of Directors. The fidelity bond coverage amount shall approximate the total annual debt service requirements for all FmHA loans and be evidenced by a position fidelity schedule bond as acceptable to the Rural Development.

ARTICLE IV BOARD OF DIRECTORS

Section 1. The Board of Directors shall consist of a minimum of (3) three Directors, of whom shall constitute a quorum. The offices of President, Vice President, Secretary-Treasurer shall be elected by the majority of the Directors at the first regular board meeting following the Annual Membership Meeting and said officers shall continue to sit in the same seat until their seat is vacated. If an officer's seat should become vacated during a calendar year, a successor shall be elected by a majority vote of the Directors. The number of Directors may be increased or decreased from time to time, but no decrease shall have the effect of shortening the term of an incumbent Director. Any increase or decrease in the number of Directors shall require the vote of the majority of the Members present voting in person or by proxy. The Directors shall serve without pay, but may be compensated for actual expenses by a majority vote of Directors.

Section 2. Officers and Directors may be removed from office in the following manner except as otherwise provided in Article V, Section 2: Any Member, Officer, or Director may present charges against a Director or Officer by filing such charges in writing with the Secretary-Treasurer of the Corporation. If presented by a Member, the charges must be accompanied by a petition signed by at least ten percent (10%) of the Members of the Corporation. Such removal shall be voted on at the next regular or special meeting of the Membership and shall be effective if approved by a vote of 2/3 majority of those voting if a quorum is present. The Director(s) or Officer(s) against whom such charges have been presented shall be informed in writing of such charges at least twenty (20) days prior to the meeting, and shall have the opportunity at such meeting to be heard in person or by counsel and to present witnesses; and the person or persons representing such charges shall have the same opportunity. If the removal of a Director(s) is approved, such action shall also vacate any other office(s) held by the removed Director(s) in the Corporation. A vacancy in the Board thus created shall immediately be filled by a qualified person other than the removed Director upon a vote of a majority of the Members present and voting at such meeting. A vacancy in any office thus created shall be filled by the Board of Directors from among their number so constituted after the vacancy in the Board has been filled.

Section 3. The President of the Board or his designee shall preside at any meeting of the Members convened to consider removal of an Officer or Director as provided under Section 2, unless the President is the subject of the charges, in which event the Vice-President shall preside. In the event both the President and the Vice-President are the subject of charges, those

Directors who are not the subject of any charges shall appoint one of their number to preside over the meeting. Any meeting convened to consider the removal of an Officer or Director shall be conducted in accordance with the procedures prescribed by the Credentials Committee established under the provisions of Article X, Section 3. The fact that the President, Vice-President, or any other Officer or Director has been made the subject of charges does not otherwise prevent such Officer or Director from continuing to act in his or her capacity as an Officer or Director of the Corporation. Any Director or Officer that has been removed under the provisions of this Article shall not be precluded from subsequent election to a position on the Board of Directors.

Section 4. The Board of Directors shall adopt and maintain a conflict-of-interest policy designed to promote the business of the Corporation and serve the interests of the Membership.

ARTICLE V BOARD OF DIRECTORS MEETINGS

Section 1. Regular meetings of the Board of Directors shall be held on the fourth (4th) Thursday of every month or at such time and place as the Board may determine at the previous meeting, except during the month of the Annual Membership Meeting, and shall include posting of the meeting as required by the Texas Open Meetings Act, Chapter 551, Texas Government Code, including any subsequent amendments thereto, and by posting such notice in a place readily convenient to the public in its administrative office for at least seventy-two (72) hours preceding the scheduled time of the meeting. Such notice shall specify the date, time, place, and subject of each meeting to be held by the Board of Directors.

Section 2. Any Director failing to attend two (2) consecutive regular monthly meetings shall be given written notice by the balance of the Board of Directors that failure by said Director to attend a third consecutive regular monthly meeting, without justifiable cause acceptable to the balance of the Board of Directors shall give rise to removal of said Director from the Board. A successor shall be elected by a majority vote of the Directors remaining to serve until the next regular or special Membership meeting, at which time the general Membership shall elect a successor for the balance of the term. If the removal of a Director pursuant to this Section 2 occurs at an Annual Membership meeting, then the successor shall be elected by a majority vote of the Membership in attendance at the meeting.

Section 3. The Board of Directors shall provide access for the public, new service applicants, or Members to the regular monthly meetings of the Board of Directors by setting aside a time for hearing of suggestions, proposals, or grievances. The Board of Directors shall establish reasonable rules for access to such meetings.

Section 4. The Board of Directors shall ensure that all meetings comply with the requirements of the Open Meetings Act, Chapter 551 of the Texas Government Code, including any subsequent amendment thereto. In the event of any conflict between the provisions of these Bylaws and the requirements of the Open Meetings Act, the requirements of the Open Meetings Act shall prevail.

Section 5. In conducting their duties as members of the Board, each Director shall: (1) be entitled to rely, in good faith and with ordinary care, on information, opinions, reports, or statements, including financial statements and other financial data, concerning the Corporation or the Corporation's affairs, that have been prepared or presented by one or more Officers or employees of the Corporation; or, by legal counsel, public accountants, or other persons retained by the Corporation for the development of professional advice and information falling within such person's professional or expert competence; (2) may believe, in good faith and with ordinary care, that the assets of the Corporation are at least that of their book value; and, (3) in determining whether the Corporation has made adequate provision for the discharge of its liabilities and obligations; and, may rely in good faith and with ordinary care on the financial statements of, or other information concerning, any person or entity obligated to pay, satisfy or discharge some or all of the Corporation's liabilities or obligations; and, may rely in good faith on information, opinions, reports, or statements, including financials statements and other financial data, prepared or presented by one or more Officers or employees of the Corporation, legal counsel, public accountants, or other persons provided the Director reasonably believes such matters to fall within such person's professional or expert competence. Nevertheless, a Director must disclose any knowledge he or she may have concerning a matter in question that makes reliance otherwise provided herein to be unwarranted.

ARTICLE VI NON-PROFIT

The Corporation shall conduct its business on a non-profit basis, and no dividends shall ever be paid upon the Memberships of such Corporation. All profits arising from the operation of such business shall be annually paid out to the persons who have, during the past year, transacted business with the Corporation, in direct proportion to the amount of

transacted, provided that no such dividends shall ever be paid while any indebtedness of the Corporation remains unpaid.

ARTICLE VII MEMBERS

Section 1. Every person, which includes any legal entity owning or having a legal right to the control, possession or occupancy of property served or which may reasonably be served by the Corporation, shall have the right to become a Member of the Corporation upon payment of the Membership fee hereinafter provided and upon compliance with the Corporation's conditions of water service as provided for in its published charges, rates and conditions of service. Membership shall not be denied because of the applicant's race, color, creed, citizenship, or national origin. It is the intent of the Corporation to provide service on a nondiscriminatory basis to all persons desiring service to the extent that the capabilities of the system will reasonably permit.

Section 2. The Membership fee shall be \$100.00. Payment of Membership fee or transfer of Membership shall entitle an applicant to further qualify for one (1) connection to the system or shall entitle a transferee of Membership to continue to qualify for service to an existing connection to the system by meeting the conditions for water as provided in the Corporation's published rates, charges, and conditions of service. A person may own more than one Membership, but each Member shall be entitled to only one vote regardless of the number of Memberships owned. Membership certificates shall be in such form as shall be determined by the Board of Directors.

Section 3. The Membership fee may be revised by the Board of Directors as the Board may determine to be appropriate. In determining the amount of the Membership fee, however, the Board shall ensure that the fee is sufficient to establish the potential Member as being legitimately interested in securing water service from the Corporation for such potential Members' own needs. Furthermore, the Board shall determine and administer such fee in a manner or in an amount which does not unreasonably deny service to financially deprived potential Members. In no event, however, shall the Membership fee exceed an amount equally to the sum of twelve (12) charges of the Corporation's minimum monthly water rate unless previously approved by Texas Rural Water Development.

ARTICLE VIII MEMBERSHIP RIGHTS

Where necessary for determining those Members entitled to notice of, or those Members entitled to vote at any meeting or any adjournment thereof, or where necessary to make a determination of Members for any other proper purpose, ownership of Memberships shall be deemed to be vested in those persons who are the record owners of Memberships as evidenced by the Membership transfer book on the 15th day of the month preceding the month of the date upon which the action requiring such determination is to be taken. Nothing herein shall preclude the holder of a Membership from mortgaging such Membership, or, upon notification of the Corporation, preclude the holder of such mortgages from exercising legal rights pursuant to such mortgages upon proper notice to the Corporation.

ARTICLE IX MEMBERSHIP

Section 1. In order to ensure that business done by the Corporation shall continue within the capacity of its facilities and to prevent undue financial burden on the Members of the Corporation, Membership in the Corporation shall be transferred in accordance with the following:

(a) Except as herein provided, Membership in the Corporation shall be deemed personal estate and a person or entity that owns any stock of, is a Member of, or has some other right of participation in the Corporation may not sell or transfer that stock, Membership, or other right of participation to another person or entity except: (1) by will to a transferee who is a person related to the testator within the second degree by consanguinity; (2) by transfer without compensation to a transferee who is a person related to the owner of the stock or other interest within the second degree by consanguinity; or (3) by transfer without compensation or by sale to the Corporation.

(b) Subsection (a) of this section does not apply to a person or entity that transfers the Membership or other right of participation to another person or entity as part of the conveyance of real estate from which the Membership or other right of participation arose.

(c) The transfer of stock, a Membership, or another right of participation under this section does not entitle the transferee to water service unless each condition for water service is met as provided in the Corporation's published rates, charges, and conditions of service. Water service provided by the Corporation as a result of stock, Membership, or other right of

participation may be conditioned on ownership of the real estate designated to receive service and from which the Membership or other right of participation arose.

(d) The Corporation may cancel a person's or other entity's stock, Membership, or other right of participation if the person or other entity fails to meet the conditions for water service prescribed by the Corporation's published rates, charges, and conditions of service, or fails to comply with any other condition placed on the receipt of water service under the stock, Membership, or other right of participation authorized under Subsection (c) of this section. The Corporation may, consistent with the limitations prescribed by Subsection (a) of this section and as provided in the Corporations tariff, reassign canceled stock, or a canceled Membership, or other right of participation to any person or entity that has legal title to the real estate from which the canceled Membership or other right of participation arose and for which water service is requested, subject to compliance with the conditions for water service prescribed by the Corporation's published rates, charges, and conditions of service.

Section 2. Notwithstanding anything to the contrary herein above provided, the consideration for the transfer of any Membership in the Corporation from the original Members, their transferees, pledges, administrators or executors, or other persons, shall never exceed the amount of the original costs of such Membership. No gain or profit shall ever be realized from the sale of transfer of a Membership.

ARTICLE X ANNUAL MEMBERSHIP MEETINGS

Section 1. There shall be a regular meeting of the Members annually, **on the last Saturday of April** ~~Second Saturday of February~~ to transact all business that may be properly brought before it. The Secretary-Treasurer shall give at least fifteen (15) days written notice of such annual meeting to the Membership indicating the time, place and purpose of such meeting, and shall address and mail the notice to each Member at the address last known to the Corporation. Failure to hold or call an annual or special meeting in accordance with the By-~~H~~laws shall give each member rights to compel the Board of Directors to properly hold an annual or special meeting of the Membership. Voting by proxy shall be permitted. Members holding ten percent (10%) of the votes entitled to be cast, represented in person or by proxy, shall constitute a quorum for the transaction of business.

Section 2. After fixing a date for the notice of a meeting, the Board of Directors shall prepare an alphabetical list of the names of all voting members who are entitled to vote as of the record date of the meeting. The list must show the address of each voting member. Not later

than two (2) business days after the date notice is given of the meeting, and continuing through the meeting, the list of voting members must be available for inspection by any member entitled to vote at the meeting for the purpose of communication with other members concerning the meeting at the Corporation's principal office or at a reasonable place identified in the meeting notice in the county where the meeting will be held. Any voting member, or voting member's agent or attorney, shall be allowed, on written demand, to inspect and, at a reasonable time and at his expense, copy the list. Further, the Board shall make the list of voting members available at the meeting, and shall allow inspection of such list by any voting member or voting member's agent or attorney at any time during the meeting, including any adjournments thereof.

Section 3. The Board of Directors shall establish a standing Credentials Committee of three (3) Members, of which the Secretary-Treasurer shall be the chairperson. This committee shall adopt proper procedures for conducting an annual or special Membership meeting; adopt procedures for proper notification of the Membership of such meetings and determine, qualify, and register the eligible voters for such meeting; determine presence of quorum for conducting the meeting, design ballots, canvass all votes, and institute proper recording of the results of such elections.

ARTICLE XI SPECIAL CALLED AND EMERGENCY MEETINGS

A special meeting of the Members or Directors may be called by the President, or by demand by a majority of the Board members or one-tenth (1/10) of the Members. Such special meetings shall be held upon giving notice as required by the Texas Open Meetings Act.

Prior to convening any special meeting of the Members, the President shall request in writing that the Secretary-Treasurer give at least ten (10) days prior notice to the Members, and that such special meeting is otherwise noticed, as required by Texas Business Organizations Code Section 22.156, and as provided under Article V of the By-Laws. Such notice shall specify the date, time, place, and purpose of the special meeting, and shall be addressed and mailed to each of the Members at their address last known to the Corporation.

Emergency meetings of the Directors may be held on rare occasions and only when clearly authorized by the Texas Open Meetings Act. Notice of such emergency meeting shall be provided under Article V of the Bylaws and the Texas Open Meetings Act, at least one (1) hour before the meeting is convened. It shall be the responsibility of the President, or a designee of that office, to ensure that proper notice is posted. In no event shall any emergency meeting of the Directors be convened where the business of such meeting could be considered at a regular or special meeting

of the Directors receiving at least seventy-two (72) hours' notice as provided under Article V of the By-Laws.

ARTICLE XII MANAGEMENT

The business of the Corporation shall be handled under the direction of the Board of Directors by a manager to be elected by majority vote of the Board. The manager shall serve with or without compensation. The manager, with the approval of the Board of Directors, may employ, with or without compensation, such supervisory, clerical or other employees as may be required to effectively operate the business of the Corporation.

ARTICLE XIII TERMINATION OF MEMBERSHIP

Notwithstanding the ownership of a Membership certificate, all Members shall be billed, disconnected, or reconnected, and otherwise shall receive service in accordance with the written policies of the Corporation, including the Tariff of the Corporation. In the event a Member should surrender his Membership certificate properly endorsed to the Secretary-Treasurer of the Corporation, the water service shall be discontinued and the obligation to pay for water service shall terminate except as for the minimum charge for the current month and the charge for water used during the current month, and except as for any prior unpaid amounts due the Corporation. In the event Membership is terminated, canceled, withdrawn, or surrendered, whether voluntarily or involuntarily, the former Member's rights and interests in the asset of the Corporation will not be forfeited.

ARTICLE XIV DISSOLUTION

Upon the discontinuance of the Corporation by dissolution or otherwise, all assets of the Corporation remaining after payment of the indebtedness of the Corporation shall be distributed among the Members and former Members in direct proportion to the amount of their patronage with the Corporation insofar as practicable. Any indebtedness due the Corporation by a Member for water service, or otherwise, shall be deducted from such Member's share prior to final distribution. By application for and acceptance of Membership in the Corporation, each Member agrees that, upon the discontinuance of the Corporation by dissolution or otherwise, all assets of the Corporation transferred to that Member shall be in turn immediately transferred by the

individual Member to an entity that provides a water supply or wastewater service, or both, that is exempt from ad valorem taxation.

ARTICLE XV FISCAL YEAR

The fiscal year of the Corporation shall be January 1st to December 31st.

ARTICLE XVI RATE INCREASES

Section 1. If at the end of the fiscal year, or in the event of emergency repairs, the Board of Directors determines the total amount derived from the collection of water charges to be insufficient for the payment of all costs incidental to the operation of the Corporation's system during the year in which such charges are collected, the Board shall make and levy an assessment against each Member of the Corporation as the Board may determine or as may be required by Rural Development, so that the sum of such assessments and the amount collected from water and other charges in-sufficient to fully pay all costs of operation, maintenance, replacement and repayment of indebtedness for the year's operations, but this provision shall not operate for the benefit of any third party creditor other than Rural Development without a favorable vote of the majority of the Members. Any assessments levied to make up operational deficits in any year shall be levied against Members in proportion to their patronage with the Corporation.

Section 2. In the event a Member should surrender his Membership certificate properly endorsed to the Secretary-Treasurer of the Corporation, the obligation to pay such assessments shall be limited to assessments made and levied prior to the date of surrender of the Membership certificate, provided, however, that this paragraph and the second sentence of Article XIV shall not apply to relieve a Member of his obligation under special agreements covering Multiple-Membership certificates held by one Member which may have been required or approved by the Rural Development.

ARTICLE XVII RECORDS AND ACCOUNTS

The Corporation shall keep correct and complete books and records of accounts, and shall keep minutes of the proceedings of its Members, Board of Directors, and committees, and shall keep a record of the name and addresses of its Members entitled to vote at its registered office or principle office in Texas.

Annually, The Board of Directors shall prepare or cause to be prepared a report of the financial activity of the Corporation for the preceding year, including a statement of support

revenue, and expenses, changes in fund balances, a statement of functional expenses, and balance sheets for all funds or such financial reports as required by Rural Development. Such report shall be approved by the Board of Directors.

With prior written request, corporate records, books, and annual reports, subject to exceptions provided by the Open Records Act, Article 6252-17a, Tex. Rev. Civ. Stat., including any amendments thereto, shall be available for public inspection and copying by the public or their duly authorized representatives during normal business hours subject to a reasonable charge for the preparation of copies.

In the event of any conflict between the requirements of the Open Records Act and the provisions of these By-Laws, the requirements of the Open Records Act shall prevail.

ARTICLE XVIII AMENDMENTS

These By-Laws may be altered, amended, or repealed by a vote of a majority of the Members present at any regular meeting of the Members, or at any special meeting of the Corporation called for that purpose, except that the Members shall not have the power to change the purpose of the Corporation so as to decrease its rights and powers under the laws of the State, or waive any requirements of bond or other provisions for the safety and security of the property and funds of the Corporation or its Members, or to deprive any Member of rights and privileges then existing, or so to amend the By-Laws as to effect a fundamental change in the policies of the Corporation. Notice of any amendment to be made at a special meeting of the Members must be given at least ten (10) days before such meeting and must set forth the amendments to be considered.

ARTICLE XIX CORPORATE SEAL

The seal of the Corporation shall consist of a circle within which shall be inscribed "WESTWOOD NORTH WATER SUPPLY CORPORATION".

ARTICLE XX ASSETS PLEDGE

The Corporation pledges its assets for use in performing the organization's charitable functions.

ARTICLE XXI
ADOPTION OF AMENDED BY-~~L~~LAWS

The ~~Sixth~~Seventh Amended By-~~L~~laws were unanimously adopted by the Membership of the WESTWOOD NORTH WATER SUPPLY CORPORATION, at a meeting held at 6310 Weisinger Drive, Magnolia, Texas 77354 on the **19th day of December, 2024**.

- 1) The First Amended By-~~L~~laws were adopted by majority vote of the Members of Westwood North Water Supply Corporation on October 16, 2001.
- 2) The Second Amended By-~~L~~laws were adopted by majority vote of the Members of Westwood North Water Supply Corporation on November 9, 2003.
- 3) The Third Amended By-~~L~~laws were adopted by majority vote of the Members of Westwood North Water Supply Corporation on February 14, 2004.
- 4) The Fourth Amended By-~~L~~laws were adopted by majority vote of the Members of Westwood North Water Supply Corporation on October 8, 2009.
- 5) The Fifth Amended By-~~L~~laws were adopted by majority vote of the Members of Westwood North Water Supply Corporation on October 18, 2022.
- 6) The Sixth Amended Bylaws were amended by majority vote of the Members of Westwood North Water Supply Corporation on August 15, 2024.

Secretary-Treasurer