

It is with tremendous sadness for us all that Belinda Gayle Dickey, born on September 12th, 1950, passed-away on Sunday July 6th, 2025. I extend my sincerest heartfelt condolences to her friends, family, and personally to Michael and Jacque.

As you know, Belinda named me Executor in her Last Will and Testament. As Executor, I am responsible for the Administration of her Estate for her immediate surviving family. This means I will take care of things like filing her Will with any appropriate Probate entities, and follow Texas Estates code requirements. I will be keeping up with the day-to-day needs such as payment of final bills, upkeep of any property until it may be sold, and ensuring assets and property in her estate are protected until they are distributed to you, the Beneficiaries named in her Will.

A copy of the Will is enclosed with this letter. It must serve as my guiding document in the Administration of Belinda's Estate. As Executor and Trustee, I am required to act in good faith subject to the legal requirements of the State of Texas and I will follow the Will and directives as written. To ensure I do everything I am supposed to, I am establishing a record-keeping system and will provide you a detailed list of all steps I complete along the way. This letter serves as my first communication to you, the Beneficiaries named in Belinda's Will.

I plan to briefly engage professionals to help me fulfil my role accurately and quickly. For example, I may hire an attorney to help with any legal aspects of moving quickly through any Probate process, etc. I also plan to briefly use an accountant to help file any required taxes relating to Belinda's final tax-filings, and any upcoming account-closures in the coming weeks or months. These professionals will ensure that I can quickly-execute on the directives of the Will, and establish any Trusts that may be required to Administer Belinda's Estate. As the original home in Robinson, TX exists within a separate Trust (managed by Co-Trustees Julian West and Kenneth Warren), no other Trusts under this Estate are expected to be created at this point. As I served as Belinda's Power of Attorney the past 15 months, I have already made preparations to minimize costs and only judiciously utilize the above professionals when needed.

Throughout this process, the Estate would pay any costs incurred in the Administration (my work as Executor). Few costs are anticipated, and I already began work to keep expenses to a minimum by doing things such as canceling unnecessary services (telephone services, certain utilities, etc).

I will keep track of everything I do, and how long it takes me to accomplish each task in the Administration of the Estate. I will report all activities undertaken in the Administration and report on any costs incurred in connection with my duties. I intend to keep any costs to an absolute minimum.

Please note: I am *not* a Beneficiary named in the Will, nor am I entitled to take specific direct compensation separate from minor reimbursements for serving under this Will. These guidelines are set forth on page 5 of the Will.

At the end of the Administration of the Estate, I will work with you to distribute the assets of the Estate and any Trusts according to the Will. This is one of the *last steps* in the process. Know that I will work to protect all assets until we get to that point, and I *cannot* distribute even the smallest item until authorized to do so by the probate process. Further, any distributions to Beneficiaries named in the Will are made *only* after any secured debts of the Estate are paid. I do not anticipate finding any secured debts or liabilities, as I have already worked to reduce and eliminate debt for Belinda while serving as her Power of Attorney over the past 15 months.

The process of Administration of an Estate in Texas can be a long process. Unfortunately, there is not an exact timeline I can provide for you. But rest assured I will work for you to complete this process with expediency. And I will work as expeditiously as is reasonably possible every step of the way in the Administration of the Estate.

I will continue to communicate with you throughout the process. If you have any questions, please contact me at west.julian@me.com / 214-796-3603.

Julian West