

**MINUTES OF MEETING
OF THE BOARD OF DIRECTORS**

December 20, 2021

STATE OF TEXAS §

COUNTY OF HARRIS §

NORTHWEST HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 21 §

The Board of Directors (the “Board”) of **Northwest Harris County Municipal Utility District No. 21** (the “District”) met in regular session, open to the public, at 6330 West Loop South, Suite 150, Bellaire, Texas 77401, on Monday, December 20, 2021, whereupon roll was called of the members of the Board, to-wit:

Rand R. Wall	-	President
Bill Tallas	-	Vice President
Bruce Popper	-	Secretary
Andy Johnston	-	Assistant Secretary
Matthew Barton	-	Assistant Secretary

All members of the Board were present, except Director Johnston, thus constituting a quorum.

Also present at the meeting were Jon Strange of JNS Consulting Engineers, Inc. (“JNS”); Howard Wilhite of H2O Innovation Operation and Maintenance, LLC (“H2O”), Operator for the District (“Operator”); Bradley Jenkins and Wesley Lay of Jones & Carter, Inc. (“J&C”), Engineer for the District (“Engineer”); Lina Loaiza of Bob Leared Interests (“BLI”), the District’s Tax Assessor/Collector (“TAC”); Christina Cole of Myrtle Cruz, Inc. (“MCI”), the District’s Bookkeeper (“Bookkeeper”); and John Cannon and Laken Jenkins Kilgore of Coats|Rose, P.C. (“Coats|Rose”), the District’s legal counsel.

Whereupon, the meeting was called to order in accordance with notice posted pursuant to Texas law, and the following action was conducted. A copy of the posted agenda notice is attached hereto as Exhibit “A.”

HEAR FROM PUBLIC

The Board noted that there were no members of the public wishing to address the Board.

TAX ASSESSOR/COLLECTOR'S REPORT

The Board reviewed the TAC's Report and a list of delinquent tax accounts, copies of which are attached hereto as Exhibit "B." As of November 30, 2021, 6.8% of the 2021 tax levy has been collected.

Following a discussion of the report and the status of collection of delinquent taxes, upon a motion made by Director Popper, seconded by Director Barton, the Board voted unanimously to approve the TAC's Report and the action items therein.

BOOKKEEPER'S REPORT

The Board recognized Ms. Cole, who submitted to and reviewed with the Board the Bookkeeper's Report, including invoices for payment, a copy of which is attached hereto as Exhibit "C."

Following review and discussion and based on a motion by Director Tallas, which was seconded by Director Popper, the Board voted unanimously to approve the Bookkeeper's Report and invoices submitted for payment.

ATTORNEY'S REPORT

Minutes

The Board recognized Mr. Cannon, who presented minutes of the meeting held on November 15, 2021 previously distributed to the Board. Upon a motion made by Director Tallas and seconded by Director Barton, the Board voted unanimously to approve the minutes of the meeting of November 15, 2021, as presented.

Letter from NW22

Mr. Cannon presented to the Board a letter from NW22 regarding winterization of the District's water treatment plant. The Board requested Mr. Cannon prepare a response letter, and Mr. Lay agreed to coordinate a joint meeting to discuss the improvements.

OPERATOR'S REPORT

The Board recognized Mr. Wilhite, who presented the Operator's Report, a copy of which is attached hereto as Exhibit "D." Mr. Wilhite reported as follows:

- The District has a total of 86 connections;
- The combined billed consumption for the month was 13,784,626 gallons of water;
- There were no cut-offs; and
- Attached to the Operator's Report is a list of charges over \$500.

After discussion, upon a motion brought by Director Tallas, seconded by Director Barton, the Board voted unanimously to approve the Operator's Report as presented.

ENGINEER'S REPORT

The Board recognized Mr. Jenkins of Jones & Carter ("J&C"), who presented the Engineer's Report attached hereto as Exhibit "E."

- 10.78-Acre Torrey Chase Multifamily Development
 - J&C updated the Board that the property is expected to close soon.
- WWTP MCC & Blower Replacement
 - J&C is evaluating the option to re-bid the project in January and present bids at the February meeting.
- 2021 Muti-Sector General Permit
 - A copy of the stormwater multi-sector general permit that was submitted to the TCEQ is included in the Engineer's Report.
- 2021 Sanitary Sewer Rehabilitation:
 - The plans and specifications for the project are currently under internal review, and J&C expects to request authorization to bid the project at the next meeting.
 - An estimated project schedule is included in the Engineer's Report.
- AWIA Risk Assessment and Emergency Response Plan ("ERP")
 - The ERP is complete and J&C requests the Board's authorization to certify completion with the EPA before the December 25, 2021 deadline.
- Winter Plant Winterization
 - J&C continues to coordinate with Techstar and Flexin Manufacturing to perform final measurements to procure the weather enclosure and insulation blankets.

After further discussion, upon a motion brought by Director Tallas, seconded by Director Popper, the Board voted unanimously to approve the Engineer's Report and the action items therein, including authorization for J&C to certify the ERP complete with the EPA.

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

[execution page follows]

PASSED, APPROVED and ADOPTED this 17th day of January.

(Seal)




Secretary, Board of Directors