

MINUTES
NORTHEAST HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 1

January 10, 2022

The Board of Directors (the "Board") of Northeast Harris County Municipal Utility District No. 1 (the "District") met in regular session, open to the public, on the 10th day of January, 2022, at the offices of Allen Boone Humphries Robinson LLP, 3200 Southwest Freeway, Houston, Texas, outside the boundaries of the District, and the roll was called of the members of the Board:

Jim Moffatt	President
Keith Jaehne	Vice President
Tonya Nunez	Asst. Vice President
Ellen Crocker	Secretary
Ted Gaylord	Assistant Secretary

and all of the above were present except Director Gaylord, thus constituting a quorum.

Also attending either in person or by teleconference were: Aaron Alford of Woodmere Development Company, Ltd ("Woodmere"); Tonya Francis of McLennan & Associates, L.P. ("McLennan"); Patty Rodriguez of Bob Leared Interests, Inc.; Mike Williams of Municipal Operations & Consulting, Inc.; Jason Hajduk of IDS Engineering Group; and Greer Pagan, and Meagan Guilmenot of Allen Boone Humphries Robinson LLP.

PUBLIC COMMENT

The Board offered any members of the public attending the meeting the opportunity to make public comment. There being no members of the public requesting to make public comment, the Board moved to the next agenda item.

MINUTES

The Board considered approving the minutes of the December 6, 2021, regular meeting. After review and discussion, Director Jaehne moved to approve the minutes of the December 6, 2021, regular meeting. Director Crocker seconded the motion, which passed by unanimous vote.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Francis presented and reviewed the bookkeeper's report, a copy of which is attached, and presented the District's bills for payment. After review and discussion, Director Jaehne moved to approve the bookkeeper's report, including payment of the

bills, as presented. Director Crocker seconded the motion, which passed by unanimous vote.

ANNUAL DISCLOSURE STATEMENTS

Mr. Pagan stated that in accordance with the District's Investment Policy, the District's bookkeeper and the District's Investment Officer, are required to execute disclosure statements that disclose any relationships with banks and brokers who seek to sell investments to the District. He added that the disclosure statements will be filed with the Texas Ethics Commission. After review and discussion, Director Jaehne moved to accept the disclosure statements from the District's bookkeeper and Investment Officer and direct that they be filed appropriately and retained in the District's official records. Director Crocker seconded the motion, which passed by unanimous vote.

ANNUAL REPORT REGARDING POST-ISSUANCE COMPLIANCE POLICY

Mr. Pagan reported on the District's compliance activities during the prior calendar year related to bond financings. He stated that no corrective action is required at this time.

TAX ASSESSMENT AND COLLECTIONS MATTERS

Ms. Rodriguez presented and reviewed the tax assessor/collector's report with the Board, a copy of which is attached. Following review and discussion, Director Crocker moved to approve the tax assessor/collector's report and the payment of the bills contained in the tax assessor/collector's report. Director Jaehne seconded the motion, which passed by unanimous vote.

OPERATION OF DISTRICT FACILITIES

Mr. Williams presented and reviewed the operator's report, a copy of which is attached.

Mr. Williams presented and recommended turning two delinquent accounts to the District's collection agency totaling \$24.37.

Following review and discussion, upon a motion made by Director Jaehne and seconded by Director Nunez, the Board voted unanimously to: (1) approve the operator's report; and (2) authorize the operator to turn the recommended delinquent accounts over for collections.

TERMINATION OF WATER AND SEWER SERVICE TO DELINQUENT CUSTOMERS

Mr. Williams reviewed the termination list reflecting delinquent water and sewer accounts, a copy of which is attached to the operator's report. Mr. Williams reported the customers on the termination list were mailed written notice prior to today's meeting in accordance with the District's Rate Order, notifying them of the opportunity to appear before the Board to explain, contest, or correct the utility service bill and to show reason why utility service should not be terminated for reason of nonpayment. The Board then conducted a hearing on the termination of utility service to other customers. Following review and discussion, Director Jaehne moved to authorize termination of delinquent accounts in accordance with the District's Rate Order and direct that the delinquent customer list be filed appropriately and retained in the District's official records. The motion was seconded by Director Nunez and passed by unanimous vote.

AMENDMENT TO SERVICE AGREEMENT WITH MUNICIPAL OPERATIONS CONSULTING, INC.

Mr. Williams reviewed an Amendment to the Service Agreement between MOC and the District providing for certain increase in fees charged by MOC. After review and discussion, Director Jaehne moved to approve the Amendment to the Service Agreement with MOC, subject to ABHR final review, and direct that the Amendment be filed appropriately and retained in the District's official records. Director Nunez seconded the motion, which passed by unanimous vote.

ENGINEERING MATTERS

Mr. Hajduk presented and reviewed the engineer's report, a copy of which is attached, and reviewed the status of construction projects in the District.

Mr. Hajduk updated the Board on the construction of the water, sewer and drainage facilities to serve Sheldon Ridge, Section 11.

Mr. Hajduk updated the Board on the construction of Sheldon Ridge Section 12, 13, and Phase III Detention clearing and grubbing.

Mr. Hajduk updated the Board regarding construction of the Sheldon Ridge Phase III Detention and reviewed and recommended approval of Pay Estimate No. 2 in the amount of \$104,133.78, payable to Paskey Incorporated ("Paskey").

Mr. Hajduk gave an update on the Sheldon Road Municipal Utility District water plant and wastewater plant capacity project.

Mr. Hajduk updated the Board regarding the construction of the Edgewood Village, Section 8 water, sewer and drainage.

Mr. Hajduk updated the Board regarding the construction of the Edgewood Village Phase III Detention and reviewed and recommended approval of Pay Estimate No. 8 in the amount of \$58,686.86 and Pay Estimate No. 9 in the amount of \$135,383.72, both payable to Paskey.

Mr. Hajduk reported that advertisement for bids for the construction of the Edgewood Village, Section 9 water, sewer and drainage is pending developer authorization.

Mr. Hajduk updated the Board on the status of a surplus funds application.

Mr. Hajduk updated the Board on the status of the Boomerang project.

Mr. Hajduk updated the Board on IDS's and Double Oak's collaboration on a solution for the erosion at the Sheldon Ridge detention outfall. He stated that after IDS and Double Oak has determined the total cost of construction, including 10% for contingencies, is estimated to be \$330,000.00. Mr. Hajduk said that IDS will continue to work on the matter. Additionally, he noted that the District's erosion repair will not be affected by Harris County's repair work.

After review and discussion, Director Moffatt moved to: (1) approve the engineer's report; and (2) approve Pay Estimate No. 2 in the amount of \$104,133.78, Pay Estimate No. 8 in the amount of \$135,383.72, and Pay Estimate No. 9 in the amount of \$135,383.72, payable to Paskey. Director Jaehne seconded the motion, which passed by unanimous vote.

REPORT REGARDING DEVELOPMENT IN THE DISTRICT

Mr. Alford updated the Board regarding development in the District.

LANDSCAPING AND PARK MATTERS

There was no discussion on this agenda item.

AMEND RATE ORDER

There was no report on this item.

2022 DIRECTORS ELECTION

Mr. Pagan discussed procedures related to the 2022 Directors Election. He reviewed a Resolution Designating an Agent of the Secretary of the Board of Directors During the 2022 Directors Election Period. Following review and discussion, Director Crocker moved to adopt a Resolution Designating an Agent of the Secretary of the Board During the 2022 Directors Election Period appointing Arlene Catalan as the agent of the Secretary of the Board of Directors to perform the duties of the District's

Directors Election, authorize the agent to post the related notice as required, and direct that the Resolution be filed appropriately and retained in the District's official records. Director Nunez seconded the motion, which was approved by unanimous vote.

Mr. Pagan reported on requirements to post a Notice of Deadline to File Applications for Place on the Ballot for the 2022 Directors Election. Following discussion, Director Crocker moved to authorize the Secretary's agent to post the notice as required. Director Nunez seconded the motion, which was approved by unanimous vote.

Mr. Pagan stated that the District may contract with Harris County (the "County") to conduct the District's 2022 Directors Election. Following discussion, Director Crocker moved to contract with the County to administer the District's election. Director Nunez seconded the motion, which was approved by unanimous vote.

RESOLUTION ESTABLISHING ADDRESSES AND METHODS FOR TEXAS PUBLIC INFORMATION ACT REQUESTS

Mr. Pagan reviewed with the Board a memorandum regarding designating addresses and methods for receipt of requests for public information under the Texas Public Information Act ("TPIA Requests"), a copy of which is attached. The Board considered designating a mailing address and an email address and approving other methods for receipt of TPIA Requests, pursuant to Section 552.234 of the Texas Government Code. After review and discussion, Director Nunez moved to: (1) adopt a Resolution Establishing Addresses and Methods for Texas Public Information Act Requests ("Resolution") to (a) designate the address of the District's official office as the mailing address and NEH001@txdistricts.info as the email address for receipt of TPIA Requests to the District, and (b) direct that the designated addresses and methods be printed on the sign displayed by the District under Section 552.205, Texas Government Code; and (2) direct the Resolution to be filed appropriately and retained in the District's official records. Director Crocker seconded the motion, which passed unanimously.

There being no further business to conduct, the meeting was adjourned.



Ellen Crocker

Secretary, Board of Directors

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