

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

March 21, 2022

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, March 21, 2022, 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 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”); Drew Crow and Wesley Lay of Quiddity Engineering (“Quiddity”), 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 February 28, 2022, 92% 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 Tallas, 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 Barton, the Board voted unanimously to approve the Bookkeeper's Report and invoices submitted for payment.

ATTORNEY'S REPORT

Minutes

The Board recognized Ms. Kilgore, who presented minutes of the meeting held on February 21, 2022 previously distributed to the Board. Upon a motion made by Director Popper and seconded by Director Barton, the Board voted unanimously to approve the minutes of the meeting of February 21, 2022, as presented.

Cancel Directors Election

Ms. Kilgore presented a Certification of Agent for Election verifying that each of the candidates to be listed on the ballot for the directors' election is unopposed. She next presented an Order Declaring Unopposed Candidates Elected to Office and Canceling Directors Election. She stated that as no additional candidates have filed applications for a place on the ballot or requested to be listed as a write-in candidate, Directors Tallas, Johnston and Barton may be declared unopposed candidates elected to office with terms to expire in May, 2026. Upon a motion by Director Popper, seconded by Director Barton, the Board voted unanimously to accept the Certification of Agent for Election and adopt the Order Declaring Unopposed Candidates Elected to Office and Canceling Directors Election.

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 87 connections;
- The combined billed consumption for the month was 13,182,343 gallons of water;
- There were no cut-offs; and
- Attached to the Operator's Report is a list of charges over \$500.

Mr. Wilhite presented a customer request for a leak adjustment. The Board authorized Mr. Wilhite to bill the water at the lowest tier water rate and to remove any sewer charges billed over the base sewer rate.

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

ENGINEER'S REPORT

The Board recognized Mr. Lay of Quiddity, who presented the Engineer's Report attached hereto as Exhibit "E."

- 10.78-Acre Torrey Chase Multifamily Development
 - Mr. Lay reviewed with the Board the tax-exempt tap fee calculations.
 - After discussion, the Board deferred action on the tax-exempt tap fee and discussed organizing a special meeting to continue deliberation regarding same.
- WWTP MCC & Blower Replacement
 - Quiddity plans to receive bids for the project on March 24th.
 - Included in the Engineer's Report is a letter including detailing each participants estimated pro-rata share of the project, including contingencies and engineering.
- 2021 Sanitary Sewer Rehabilitation:
 - Mr. Lay presented the construction contract with Insituform Technologies for review and signature.
 - The construction phase of the project is projected to last from April 2022 through July 2022.
- Winter Plant Winterization
 - Quiddity is finalizing the winterization checklist for the Joint Wastewater Treatment Plant and Lift Station.
- Lift Station No. 1 Inspection
 - Quiddity plans to conduct the inspection authorized at the last Board meeting in the coming weeks.
- Annual Water Plant Inspection

- The inspection was completed February 23, 2022 and Quiddity is finalizing the draft report and plans to present findings at the next Board meeting.
- Water Well No. 2
 - Mr. Lay presented to the Board an engineer's estimate of probable costs of construction for the Water Well No. 2 rework construction project.
 - The total project is estimated to cost \$280,000 and a copy of the proposal is included in the Engineer's Report.
- TxDOT FM 1960 Sidewalk Extension Project
 - TxDOT is proceeding with design of a sidewalk extension along the north and south right-of-way of FM 1960 Road from Cutten Road to IH-45.
 - Quiddity has reviewed the 30% drawings and identified five conflicts with the District's flush valves along FM 1960 Road that will need to be relocated.

After further discussion, upon a motion brought by Director Tallas, seconded by Director Barton, the Board voted unanimously to approve the Engineer's Report and the action items therein.

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

[execution page follows]

PASSED, APPROVED and ADOPTED this 18th day of April, 2022.



Secretary, Board of Directors

(Seal)

