

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

July 18, 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, July 18, 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 Howard Wilhite of H2O Innovation Operation and Maintenance, LLC (“H2O”), Operator for the District (“Operator”); Bradley Jenkins 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 June 30, 2022, 96.6% 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 Barton, which was seconded by Director Johnston, 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 June 20, 2022, previously distributed to the Board. Upon a motion made by Director Barton and seconded by Director Johnston, the Board voted unanimously to approve the minutes of the meeting of June 20, 2022, as presented.

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 31,100,237 gallons of water;
- There were no cut-offs; and
- Attached to the Operator's Report is a list of charges over \$500.

Mr. Wilhite reported an E Coli excursion at the District's wastewater treatment plant due to a chlorine reduction pump issue. The excursion has been reported to the Texas Commission on Environmental Quality ("TCEQ") and H2O will continue to monitor for any further issues.

Mr. Wilhite updated the Board that the City of Houston and the North Harris County Regional Water Authority (“NHCRWA”) have both implemented Stage 1 of their respective Drought Contingency Plans. As a customer of the NHCRWA, the District is required to implement Stage 1 of the District’s Drought Contingency Plan immediately. Mr. Wilhite reminded the Board Stage 1 includes voluntary water use restrictions.

After discussion, upon a motion brought by Director Barton, seconded by Director Johnston, the Board voted unanimously to approve the Operator’s Report and the action items therein.

ENGINEER’S REPORT

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

- **Starbucks at FM 1960 Road and Veterans Memorial Drive**
 - Quiddity continues to wait for the revised plans and will update the Board when received.
- **WWTP MCC & Blower Replacement**
 - Mr. Lay updated the Board that Quiddity began working with JNS Engineers to gather the documentation necessary for the Texas Water Development Bond (“TWDB”) to release funding for NW 22’s share of the project. Quiddity estimates their fees associated with gathering the TWDB documents to be approximately \$5,000.
 - A preconstruction meeting with the contractor is scheduled for Friday, July 22, 2022.
- **Renewal Application for TDPES WWTP Discharge Permit Renewal**
 - Quiddity submitted a copy of the renewal package to H2O and JNS Engineers for review.
 - Quiddity requested the Board’s authorization to execute the renewal package and submit to the TCEQ.
- **2021 Sanitary Sewer Rehabilitation**
 - The contractor began installing the cured in place pipe on June 29, 2022, and manhole rehabilitation is expected to begin this month.
 - Mr. Lay presented Change Order No. 2 for \$1,945.50 for material cost increases and requested Board approval of same.
- **Lift Station No. 1 Inspection**
 - Quiddity is coordinating with the property owner on obtaining an temporary construction easement for the project.
- **Annual Water Plant Inspection**
 - Quiddity held a site visit with Stanley Spurling & Hamilton, Inc. to perform a structural evaluation of the booster pump support beams. A recommendation was made to replace the bottom 18-inches of each support beam within the booster pump building at an estimated cost of \$10,000.

- Quiddity requested authorization to solicit a proposal for the support beam repair.
- Water Well No. 2 Induction Survey & Rework
 - Mr. Lay requested authorization to proceed with public advertisement of the project and anticipates presenting bids for the Board's review in August.
- Water and Sewer Rate Analysis
 - Mr. Lay updated the Board that Quiddity plans to submit the results of the analysis at the August Board meeting.
- Lead and Copper Rules
 - Mr. Lay presented a preliminary overview of the EPA's revisions to the lead and copper rule.

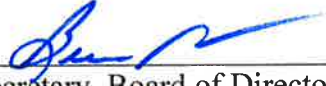
Mr. Lay presented for the Board's review a fund request letter from NW 22 for the trunk line TV and manhole inspection project, a copy of which is included in the Engineer's Report. The District's share of funds request no. 1 is \$3,534.29.

After further discussion, upon a motion brought by Director Popper, seconded by Director Johnston, 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 15th day of August, 2022.



Secretary, Board of Directors

(Seal)

