

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

October 10, 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 special session, open to the public, at 6330 West Loop South, Suite 150, Bellaire, Texas 77401, on Monday, October 10, 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 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 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 Laken Jenkins Kilgore and John Cannon 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.

CONDUCT HEARING ON TAX RATE AND ADOPT ORDER SETTING TAX RATE

The Board opened the meeting to a public hearing on the proposed 2022 tax rate and confirmed that notice of such hearing was published according to applicable law. It was noted that no members of the public were in attendance to address the matter of the tax rate. The public hearing was closed, and the Board meeting resumed.

Having conducted a hearing on the tax rate and following discussion, Director Popper made a motion to levy a 2022 tax rate of \$0.2141 per \$100 of assessed valuation for maintenance and operation purposes and to adopt an Order Setting Tax Rate and Levying Tax for 2022 (the "Order") evidencing the same. The motion was seconded by Director Barton and passed unanimously by the Board.

AMENDED NOTICE TO SELLERS AND PURCHASERS

The Board next considered approving an Amended Notice to Sellers and Purchasers of Real Estate Situated in the District (the "Notice"). Mr. Cannon stated that the Notice needs to be updated to reflect the adoption of the tax rate. Mr. Cannon continued that the Notice will be filed in the Harris County Real Property Records and with the Texas Commission on Environmental Quality (the "Commission"). Upon a motion made by Director Popper, seconded by Director Barton, the Board by unanimous vote approved the Notice and authorized the District's attorney to file the Notice in the Harris County Real Property Records and with the Commission.

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 September 30, 2022, 96.7% 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 Popper, 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 Mr. Cannon, who presented minutes of the meeting held on September 19, 2022, 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 September 19, 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 88 connections;
- The combined billed consumption for the month was 25,278,073 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 excursion at the wastewater treatment plant of the e. coli daily max. H2O is investigating the cause of the excursion and will report back to the Board.

After discussion, upon a motion brought by Director Popper, seconded by Director Barton, 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
 - A construction schedule is included in the Engineer's Report. The mobilization is tentative to when the contractor receives temporary electrical power and relocation equipment.
 - Mr. Lay recommended the Board choose a color that matches the existing facilities for the proposed concrete masonry unit (CMU) building and roof panels.
- Renewal Application for TDPES WWTP Discharge Permit Renewal
 - The permit renewal package was submitted to the TCEQ on September 30, 2022 and a draft permit should be received by March 2023.

- 2021 Sanitary Sewer Rehabilitation
 - Mr. Lay presented Pay Estimate No. 3 in the amount of \$43,960.09 to Insituform Technologies and recommended payment of same.
- Lift Station No. 1 Rehab
 - Mr. Lay reported the project design is now underway.
- Booster Pump Support Column Repair
 - Quiddity is working with the contractor to hold a preconstruction meeting next week.
- Water Well Induction Survey and Rework
 - Mr. Lay provided a projected project schedule and requested the Board execute the construction contract with C&C Water Services.
- District Facility Winterization
 - Mr. Lay reported the insulation blankets have been installed to the above ground piping at the water well, hydropneumatics tanks, and ground storage tank no. 2. The remaining insulation blankets will be installed this month.
- Water and Sewer Rate Analysis
 - Mr. Lay presented a CIP and cash flow forecast for the Boards review. Mr. Lay noted the analysis will be discussed in depth at the November meeting.

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 21st day of November, 2022.



Secretary, Board of Directors

(Seal)

