

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

July 17, 2023

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 17, 2023, 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 Barton, thus constituting a quorum.

Also present at the meeting were: Jon Strange of JNS Consulting Engineers, Inc. (“JNS”); Bill Blich of Blich Associates, Inc., Financial Advisor for the District; Howard Wilhite and Brenda Hernandez of H2O Innovation Operation and Maintenance, LLC (“H2O”), Operator for the District (“Operator”); 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 Ferguson 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, 2023, 94% of the 2022 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 Johnston, the Board voted unanimously to approve the TAC's Report and the action items therein.

ADOPT RESOLUTION REGARDING FEES OF OFFICE

Mr. Cannon then presented a Resolution Regarding Fees of Office (the "Resolution") for the Board's consideration and approval. Mr. Cannon explained that House Bill 2815, as approved by the 88th Texas Legislature, Regular Session, 2023, amends Section 49.060 Texas Government Code, which allows Directors of the District to be paid a fee of office in an amount equal to the amount set by the Texas Ethics Commission for members of the Texas Legislature. The current rate is \$221 per day and the annual limit remains \$7,200. Mr. Cannon reminded the Board that per diems are payable to each director attending a District meeting or performing a function related to his or her service as a director.

After discussion and upon a motion by Director Johnston, seconded by Director Popper, the Board voted unanimously to approve the Resolution, effective as of July 17, 2023.

BOOKKEEPER'S REPORT

The Board recognized Ms. Ferguson, 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 Johnston, the Board voted unanimously to approve the Bookkeeper's Report and the invoices submitted for payment.

ATTORNEY'S REPORT

Minutes

The Board recognized Mr. Cannon, who presented minutes of the meeting held on June 19, 2023, previously distributed to the Board. Upon a motion made by Director Popper and seconded by Director Johnston, the Board voted unanimously to approve said minutes subject to revisions.

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 91 connections;
- The combined billed consumption for the month was 13,961,421 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 Johnston, the Board voted unanimously to approve the Operator's Report.

FINANCIAL ADVISOR'S REPORT

No action was taken.

ENGINEER'S REPORT

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

- Coffee/Sandwich Shop within Existing Office Building at 4201 FM 1960 Road West
 - Quiddity reviewed and approved the plans for the project. A copy of the plan approval letter is included in the Engineer's Report.
- WWTP MCC & Blower Replacement
 - Mr. Lay presented for the Board's approval Pay Estimate No. 6 in the amount of \$60,750 to Sustanite Support Services, LLC and recommended approval of same.
- Lift Station No. 1 Improvements
 - Mr. Lay requested Board approval of contracts with McDonald Municipal and Industrial for the project.
- Lead and Copper Rule Revisions (LCRR) Compliance
 - Quiddity plans to meet with the District Operator to discuss the field verification task.
- Bond Application Report No. 3
 - Mr. Lay reported Bond Application Report No. 3 was submitted to the TCEQ on July 14, 2023.
- Water Well No. 2 Induction Survey and Rework
 - Mr. Lay requested Board approval to send a reconciliation of funds letter to participants noting each District's refund for the project.
- Sanitary Sewer Trunkline A and B Cleaning & Televising (CCTV)

- A copy of the manhole rehabilitation recommendations have been received from JNS and Quiddity is evaluating the recommendations.
- Water Well No. 3 Proposal (NW 22 Project)
 - JNS continues to work on the alignment of the water well supply line with local agencies. Additionally, appraisals for the water wells sites have been received and will be discussed at the joint meeting scheduled in one week.

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.

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 August, 2023.



Secretary, Board of Directors

(Seal)

