

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

November 20, 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, November 20, 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 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"); Wesley Lay and Alyvia McEwen of Quiddity Engineering ("Quiddity"), Engineer for the District ("Engineer"); Bill Blich of Blich Associates, Inc., Financial Advisor for the District; Lina Loaiza of Bob Leared Interests ("BLI"), the District's Tax Assessor/Collector ("TAC"); Jim Davis of Myrtle Cruz, Inc. ("MCI"), the District's Bookkeeper ("Bookkeeper"); and John Cannon, attorney, and Beth Van Doren, paralegal, 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 recognized Ms. Loaiza who reviewed the TAC's Report and a list of delinquent tax accounts, copies of which are attached hereto as Exhibit "B." As of October 31, 2023, 00.0% of the 2023 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 Johnston, seconded by Director Popper, the Board voted unanimously to approve the TAC's Report and the action items therein.

BOOKKEEPER'S REPORT

The Board recognized Mr. Davis, 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 the invoices submitted for payment.

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 16,235,000 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 Barton, seconded by Director Tallas, the Board voted unanimously to approve the Operator's Report.

ENGINEER'S REPORT

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

- WWTP Motor Control Center ("MCC") & Blower Replacement
 - Approve Pay Estimate No. 10 in the amount of \$170,208.14 to Sustainite Support Services for the WWTP MMC & Blower Replacement Project.
- Lift Station No. 1 Improvements
 - Mr. Lay stated that McDonald Municipal and Industrial completed the brick laying and pressure-washed existing brick fence. Since the

contractor was able to match the brick, removing \$13,000 from the scope of the work was recommended.

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

ATTORNEY'S REPORT

Minutes

The Board recognized Mr. Cannon, who presented the minutes of the meeting held on October 18, 2023, previously distributed to the Board. Upon a motion made by Director Tallas and seconded by Director Barton, the Board voted unanimously to approve said minutes.

Approve Amended and Restated Resolution Regarding Expenses to be Reimbursed by the District

Mr. Cannon reminded the Board that they had approved the contents of an Amended and Restated Resolution Regarding Expenses to be Reimbursed by the District at the previous meeting. Per diems are authorized for AWBD conferences, monthly meetings, committee meetings, and activities which benefit the District. Reimbursements are for hotel and travel for attending such conferences and meetings and up to \$150 reimbursement per day for meals with receipts, a copy of which is attached hereto as Exhibit "F". After further discussion and based on a motion by Director Johnston, seconded by Director Barton, the Board approved the Amended and Restated Resolution Regarding Expenses to be Reimbursed by the District.

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 December, 2023.


Secretary, Board of Directors

(Seal)

