

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

April 15, 2024

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, April 15, 2024, 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”); Lina Loaiza of Bob Leared Interests (“BLI”), the District’s Tax Assessor/Collector (“TAC”); Howard Wilhite of H2O Innovation Operation and Maintenance, LLC (“H2O”), Operator for the District (“Operator”); Wesley Lay of Quiddity Engineering (“Quiddity”), Engineer for the District (“Engineer”); Christina Ferguson of Myrtle Cruz, Inc. (“MCI”), the District’s Bookkeeper (“Bookkeeper”); 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 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 March 31, 2024, 85% 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 Popper, seconded by Director Johnston, the Board voted unanimously to approve the TAC's Report and the action items therein.

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 Johnston, 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 15,369,507 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 Popper, seconded by Director Johnston, 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."

The following action items were presented:

- **WWTP Motor Control Center ("MCC") & Blower Replacement**
 - Mr. Lay presented Pay Estimate No. 14 in the amount of \$152,928 to Sustanite Support Services and recommended payment of same.
 - Mr. Lay reminded the Board delivery of the MCC was tentatively delayed to November 2024. Mr. Lay noted the contractor identified another MCC

that can be delivered by mid-June, but Quiddity has not received a formal submittal to date. Quiddity will continue to work with the contractor on a potential solution.

- Lift Station No. 1 Improvements
 - Mr. Lay reported the Lift Station No. 1 was put into service on March 18, 2024, and is under a 30-day demonstration period.
 - Mr. Lay presented Pay Estimate No. 6 in the amount of \$155,627.10 to McDonald Municipal and Industrial and recommended payment of same.
 - Mr. Lay reported the guide rail piping design needs adjustment to accommodate pump removal. He requested the Board authorize Quiddity to facilitate a re-design at a cost not to exceed \$10,000, which cost will be covered by the project contingency for unforeseen items.
- 2024 Annual Water Plant Inspection
 - Quiddity performed the first inspection of Water Plant No. 1 on April 3, 2024, and noted a few deficiencies in the interior coating system of GST No. 3. The second inspection will be scheduled soon.
- Water Well No. 1 Performance Testing
 - The testing was reviewed and the well performing as intended.

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 Ms. Kilgore, who presented the minutes of the meeting held on March 18, 2024, previously distributed to the Board. Upon a motion made by Director Barton and seconded by Director Tallas, the Board voted unanimously to approve said minutes.

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

[execution page follows]

PASSED, APPROVED and ADOPTED this 20th day of May, 2024.

DocuSigned by:

Bruce Popper

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Secretary, Board of Directors

(Seal)

