

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

August 19, 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, August 19, 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 except Director Barton, 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 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 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 July 31, 2024, 88.00% 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 Tallas, 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 Tallas, the Board voted unanimously to approve the Bookkeeper's Report, 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 17,169,000 gallons of water;
- There were no cut-offs; and
- Attached to the Operator's Report is a list of charges over \$500.

Mr. Wilhite noted concerns about the cost of pressing and hauling sludge during construction. Quiddity stated they will research other options.

After discussion, upon a motion brought by Director Tallas, seconded by Director Popper, the Board voted unanimously to approve the Operator's Report.

Mr. Wilhite stated a customer requested a bill adjustment because of an irrigation leak. After further discussion, based on a motion by Director Tallas, seconded by Director Popper, the Board voted unanimously to waive the base sewer fee and lower the water usage fee to the tier one rate.

FINANCIAL ADVISOR'S REPORT

The Board deferred action on this agenda item.

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. 18 in the amount of \$253,412.31 to Sustain Support Service for the Board's review and approval.
 - Mr. Lay presented Change Order No. 2 in the amount of \$0.0 to extend the period of performance by 217 calendar days.
- **Joint Wastewater Treatment Plant Inspection**
 - Authorize Quiddity to perform the Joint Wastewater Treatment Plant Inspection.

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.

ATTORNEY'S REPORT

Minutes

The Board recognized Mr. Cannon, who presented the minutes of the meeting held on July 22, 2024, previously distributed to the Board. Upon a motion made by Director Tallas and seconded by Director Johnston, the Board voted unanimously to approve said minutes.

Annual Review of Investment Policy

Consideration was then given to a Resolution Evidencing Review of Investment Policy and Investment Strategies (the "Resolution"). Mr. Cannon reminded the Board that the Public Funds Investment Act requires the Board to review the District's Investment Policy annually. Mr. Cannon recommended that no changes be made to the Investment Policy at this time other than to update the list of Authorized Brokers for the District. Upon motion made by Director Popper, seconded by Director Johnston, the Board by unanimous vote agreed not to make any changes to the District's Investment Policy at this time other than to update the list of Authorized Brokers for the District and to adopt the Resolution, a copy of which is attached hereto as Exhibit "F."

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

[execution page follows]

PASSED, APPROVED and ADOPTED this September 16, 2024.



Asst. Secretary, Board of Directors

(Seal)

