

NORTHWEST HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 5
Minutes of Meeting of Board of Directors
April 16, 2020

The Board of Directors (“Board”) of Northwest Harris County Municipal Utility District No. 5 (“District”) met via telephone conference on April 16, 2020, in accordance with the duly posted notice of the meeting, with a quorum of directors present as follows:

Jeff P. Collins, President
Larry L. Milberger, Vice President
James Adams, Secretary
Charles Fischer, Treasurer
Bruce Gallun, Director

and the following absent:

None.

Also present were Ms. Julie Peak of Masterson Advisors, Ms. Keli Schroeder and Mr. Nelson Gaez of Brown & Gay Engineers, Ms. Kayla Crigger of Municipal Accounts & Consulting, Ms. Katie Golzarri of Clark Condon, Mr. Drew Stewart of Caldwell Companies, Mr. Linh Tran of Costello, Inc., Mr. Michael Kaska of KB Home, and Mr. James D. Bonham, attorney for the District.

The President called the meeting to order and declared it open for such business as might properly come before it.

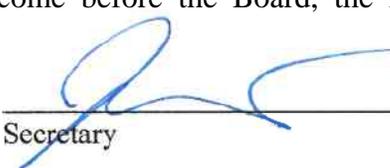
1. The Board considered the minutes of the meeting of March 19, 2020, and upon motion duly made, seconded and unanimously carried, the Board approved the minutes as presented.
2. The Board reviewed the Constable’s law enforcement report for the previous month.
3. The Board recognized Ms. Katie Golzarri who reported that plans are approved for the Phase 1 trail project and a partial Notice to Proceed will be issued to the contractor. Ms. Golzarri presented proposals for landscaping the Telge Road median and for design of the Phase 2 trail project, both of which were accepted by the Board.
4. The Board reviewed the attached bookkeeper’s report, including the invoices reflected thereon and a schedule of District investments. The Board also reviewed a schedule of deposit refunds paid by check executed by the bookkeeper pursuant to the Board’s authorization. The Board also reviewed the general fund comparison of actual versus budgeted revenues and expenditure for the fiscal year ending July 31, 2020. After review and discussion, upon unanimous vote, the Board approved the bookkeeper’s report and the checks listed thereon.
5. The Board then considered a proposed amended budget for the fiscal year ending July 31, 2020, and upon unanimous vote, the amended budget was approved by the Board.

6. The Board then reviewed the operator's report reflecting 28 taps during the previous month bringing the total connections in the District to 7,491. The Board reviewed the billing and collections summary and the operation of the water plants and the sewer treatment plants. It appeared that 96.9% of the water pumped during the previous month had been accounted for, and the report reflected no waste discharge permit violations during the reporting period. The Board discussed repairs and maintenance to the District's facilities since the last Board meeting. The Board considered a proposal from NTS for replacement of blower motor No. 3 at Wastewater Treatment Plant No. 2 which was accepted by the Board. The Board also considered relocation of a water line on Telge Road in conflict with the storm sewer and authorized relocation at a cost of \$16,800. The Board reviewed the other action items reflected in the operator's report, and upon unanimous vote, the Board authorized the operator to proceed with each item reflected in the report. After discussion by the Board, upon unanimous vote, the Board approved the operator's report.

7. The attorney for the District then advised that based on information provided by the Harris County Tax Assessor's Office, the District's 2019 taxes are 97.25% collected.

8. The Board then reviewed the engineer's report. Ms. Schroeder reported on the status of the capital improvement plan and presented a proposed addendum to the consultants contract for the SCADA improvements. After discussion, upon unanimous vote, the Board accepted the proposal. The engineer reported on the status of the GIS system conversion and discussed with the Board no trespassing signs which have been installed at the Treeline North detention pond. The Board discussed the matter and agreed to request the homeowners association remove the signs. Ms. Schroeder presented a proposal for geotechnical services for the Phase 1 trail and a proposal for topographical surveying of the Phase 2 trail, both of which were accepted by the Board. The Board considered a proposal for design of Water Plant No. 5, and agreed to defer consideration to the next Board meeting. The engineer reported on analysis of the District's water system as well as an analysis of the lift station capacity in the District. The Board recognized Mr. Linh Tran who advised that the Willow Wood Place detention facility would require a submerged storm sewer outfall. Mr. Tran advised that Harris County Engineering had required a letter from the District agreeing to maintain the storm sewer. The Board discussed the matter and agreed to issue the letter provided an agreement is entered into with the Willow Wood Place homeowners association to pay all costs associated with maintenance of the submerged storm sewer. The Board then reviewed a request to exclude the Willow Wood Place lift station from the \$0.70 debt service tax rate limitation in the reimbursement agreement with KB Home. The Board discussed the matter and agreed to prorate the capacity of the lift station and exclude that portion of the lift station associated with development of properties other than Willow Wood Place from the tax rate test. After further discussion, upon unanimous vote, the engineer's report was approved by the Board.

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


Secretary