

NORTHWEST HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 5

Minutes of Meeting of Board of Directors

July 15, 2021

The Board of Directors (“Board”) of Northwest Harris County Municipal Utility District No. 5 (“District”) met at 14701 Spring Cypress Road, Cypress, Harris County, Texas, on July 15, 2021, 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
Bruce Gallun, Director
Mindy Cernosek, Director

and the following absent:

None.

Also present were officers from Harris County Constable’s office, Mr. Jason Hajduk of IDS Engineering Group, Mr. Nelson Gaez of Brown & Gay Engineers, Mr. Ravi Patel of Municipal Accounts & Consulting, Ms. Katie Golzarri of Clark Condon, Mr. Austin Muse of Municipal District Services, LLC, Ms. Jennifer Lembcke, Valencia Pines Homeowners Association, Mr. Aaron Alford of Woodmere Development, Mr. Shea Walker of Champions Hydro-Lawn, Mr. Jesse Carrasco of Caldwell Companies, 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 June 16, 2021, and upon motion duly made, seconded and unanimously carried, the Board approved the minutes as presented.

2. The Board recognized officers from the Harris County Constable’s Office who presented the law enforcement report for the previous month.

3. 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, 2021. The Board acknowledged its authorization to transfer the District’s accounts to Central Bank and confirmed approval of all necessary documents including a Depository Pledge Agreement. After review and discussion, upon unanimous vote, the Board approved the bookkeeper’s report and the checks listed thereon.

4. The Board then considered the attached resolution adopting a general fund budget for the fiscal year ending September 31, 2022, and upon unanimous vote, the resolution was approved by the Board.

5. The Board then recognized Ms. Katie Golzarri who reported on the Phase 1 trail construction and the acquisition of easements. Ms. Golzarri advised that the nodes are nearly complete the Board approved Pay Application No. 13 on the project. Ms. Golzarri then reported on the Phase 2 trail and advised that the contractor is mobilizing. The Board then discussed adoption of park rules and agreed to defer the matter to the next Board meeting.

6. The Board then reviewed the operator's report reflecting 31 taps during the previous month bringing the total connections in the District to 7,784. The Board reviewed the billing and collections summary and the operation of the water plants and the sewer treatment plants. It appeared that 86.1% 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 proposals for replacement of a lift pump and a coupling at the hydropneumatic tank at Water Plant No. 1. After discussion, upon unanimous vote, the operator was authorized to proceed with both projects. Mr. Muse reported on two notices of violation received from the Texas Commission on Environmental Quality and advised that the operator is responding to both notices. After discussion by the Board, upon unanimous vote, the Board approved the operator's report and authorized termination of service to all customers appearing on the delinquent list in accordance with the District's Rate Order.

7. The attorney for the District then advised that based on information provided by the Harris County Tax Assessor's Office, the District's 2020 taxes are 99.25% collected.

8. The Board then recognized Mr. Nelson Gaez who presented the engineer's report. The Board approved the pay applications reflected in the report and authorized bids for repair of the handrails and platform at Wastewater Treatment Plant No. 2. The Board recognized Mr. Aaron Alford of Woodmere Development who requested the Board consider establishing a defined area for an additional 220 acres which would be annexed into the District. The Board considered the matter and agreed that the defined area is of no benefit to the District but agreed to work with the developer to extend services should the 220 acres be included in a new municipal utility district. After further discussion, upon unanimous vote, the engineer's report was approved by the Board.

9. The Board then recognized Mr. Shea Walker who presented the Champions Hydro-Lawn report on maintenance on the District's detention facilities, trails and other landscaping. After review of photographs reflecting the status of maintenance, Mr. Walker presented a proposal for repair of E inlets. The Board considered the matter and accepted the proposal. After further discussion the Board approved the Champions Hydro-Lawn report.

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


Secretary