

NORTHWEST HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 20
Minutes of Meeting of Board of Directors
December 4, 2018

The Board of Directors of Northwest Harris County Municipal Utility District No. 20 (the “District”) met at the board's regular meeting place on December 4, 2018, in accordance with the duly posted notice of said meeting, with a quorum of directors present as follows:

Brian R. Wright, President
Robert W. Skinner, Vice President
Kenneth R. Ross, Secretary
John M. Dougrey, Jr., Assistant Secretary
Gregory L. Jackson, Assistant Secretary

and being absent:

None

Also present were Wendi DeVita of Myrtle Cruz, Inc., Cindi Winski of Equi-Tax, Inc., Mark Eyring of Roth & Eyring, PLLC, Eric Thiry of Environmental Development Partners, L.L.C., Jack Miller, P.E. of R. G. Miller Engineers, Mark W. Brooks of Young & Brooks, and District resident Norman Nelson.

The meeting was called to order and declared open for such business as might come before the board.

APPROVAL OF MINUTES

Upon motion duly made, seconded and unanimously carried, the minutes of the prior meeting of November 6, 2018 were approved as presented.

COMMENTS FROM THE PUBLIC

District resident Norman Nelson encouraged the board to consider other possible community improvements, such as landscaping and electronic speed signs, before committing to take over all the street lights on TC Jester, which are currently funded by the HOA.

APPROVE AUDIT

The board recognized Mark Eyring of the offices of Roth & Eyring, PLLC, who has previously distributed a draft of the District’s audit for its FYE September 30, 2018. Mr. Eyring reviewed the draft audit with the board and responded to questions. After discussion was concluded, upon motion duly made, seconded, and unanimously carried, the board approved the audit as

presented, and authorized board president Wright to sign the related letter of representations on behalf of the District.

REVIEW INVESTMENT POLICIES

The board conducted an annual review of the District's investment policies. The auditor and the bookkeeper both have indicated that they were satisfied with the policies, and recommended no changes. After discussion, upon motion duly made, seconded, and unanimously carried, the board determined against making any changes to the District's investment policies and adopted the attached Resolution Reviewing Investment Policies and Investment Strategies.

TC JESTER

Board member John Dougrey reported that as authorized at the previous board meeting, he is working with Olde Oaks resident Mia Cordova to identify the streetlights on TC Jester that he is recommending the District take responsibility for. Mr. Dougrey hopes to have this work completed by the end of the month. He is also recommending that the District condition its participation in the TC Jester street lighting on the HOA keeping the lights on at the other subdivision entrances.

CONSULTANTS MONTHLY REPORTS

Cindi Winski of Equi-Tax, Inc., the District's tax assessor, reported as to the status of District tax collections. Ms. Winski reported that the District is 99.8% collected for 2017 taxes. After discussion, upon motion duly made, seconded and unanimously carried, the board approved the tax assessor's monthly report and payment of the tax bills presented.

Wendi DeVita of Myrtle Cruz, Inc., the District's bookkeeper, presented their monthly report. She also presented to the board a list of bills for the approval of payment, a copy of which is attached hereto. After discussion, upon motion duly made, seconded and unanimously carried, the board approved said bills and ordered checks issued on the appropriate District accounts in payment thereof.

Eric Thiry of Environmental Development Partners, L.L.C. (EDP), the District's operators, presented their monthly report as to District operations and facilities. Mr. Thiry reviewed the report with the board and responded to questions.

Mr. Thiry recommended and the board unanimously authorized an additional \$3,850 for removal of floating debris from the WWTP influent channel.

Mr. Thiry recommended and after discussion, upon motion duly made, seconded and unanimously carried, the board established a District policy that sanitary sewer tap repairs within the easement will be made at the District's expense.

Jack Miller, P.E. of R. G. Miller Engineers, the District's engineers, distributed a written summary engineer's report for the meeting reflecting the status of various projects that the engineers are working on for the District. Mr. Miller reviewed his report with the board and responded to questions.

Mr. Miller presented, recommended, and upon motion duly made, seconded and unanimously carried, the board approved the following in connection with pending district construction contract(s):

- Pay Estimate No. 3 to Pardalis Industrial Enterprises on their contract for the ground storage tank rehab project, in the amount of \$57,583.55.
- Pay Estimate No. 1 to R&B Group, Inc. on their contract for the sludge press rehab project, in the amount of \$187,200.00.

PENDING BUSINESS

After discussion, the board agreed to schedule the next board meeting for January 2, 2019 in order to avoid the New Year's Day holiday.

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

Secretary, Board of Directors

Attachments: Resolution Reviewing Investment Policies and Investment Strategies
Bookkeepers Report