

**MINUTES OF MEETING OF THE BOARD OF DIRECTORS  
NORTHGATE CROSSING MUNICIPAL UTILITY DISTRICT NO. 1**

**April 13, 2023**

**THE STATE OF TEXAS** §

**COUNTY OF HARRIS** §

**NORTHGATE CROSSING MUNICIPAL UTILITY DISTRICT NO. 1** §

The Board of Directors (the "Board") of Northgate Crossing Municipal Utility District No. 1 (the "District") met in regular session, open to the public, on April 13, 2023, at 23523 IH 45 North, Spring, Texas 77373, a designated meeting place of the Board of Directors outside the boundaries of the District, and the roll was called of the members of the Board, to-wit:

Jason Williams	President
Shane Holman	Vice President
Jim Helfrich	Secretary
Paul Martinez	Assistant Secretary
Kenny Boeckelman	Assistant Secretary

All members of the Board were present except Directors Holman and Boeckelman, thus constituting a quorum.

Also attending the meeting were Chris Linn with Myrtle Cruz, Inc. ("MCI"), Bookkeeper for the District; Bill Blich with Blich Associates, Inc. ("BAI") and Bob Leared Interests ("BLI"), Financial Advisor and Tax Assessor/Collector, respectively to the District; Michael Murr with Murr Incorporated, Landscape Architect for the District; Fred Richardson with Inframark, Operator for the District; Ben Mellado with Edminster Henshaw Russ & Associates ("EH"), Engineer for the District; and Maria Salinas Parker and Michael R. Willis of Sanford Kuhl Hagan Kugle Parker Kahn LLP ("SK Law"), Attorneys for the District.

**CALL MEETING TO ORDER**

The meeting was called to order and the following business was transacted.

**HEAR FROM THE PUBLIC**

The Board noted that there were no members of the public present at the meeting who wished to address the Board at this time.

**PEACE OFFICER'S REPORT**

There was no Peace Officer's Report.

## **TAX ASSESSOR/COLLECTOR'S REPORT**

The Board next reviewed the Tax Assessor/Collector's Report, a copy of which is in file in the official records of the District.

The Board noted that 99.1122 % of the 2022 taxes have been collected.

Upon motion duly made and seconded, the Board voted unanimously to (i) approve the Tax Assessor/Collector's Report, and (ii) authorize payment of the invoices presented for payment from the District's Tax Account.

## **FINANCIAL ADVISOR'S REPORT**

The Board recognized Mr. Blitch, who presented a Five-Year General Find History, a copy of which is attached hereto.

## **BOOKKEEPER'S REPORT**

The Board then reviewed the Bookkeeper's Report and Investment Report. Copies of such reports are attached hereto.

The Board reviewed the balances in each of the District's accounts and noted investments in each account. The Board also reviewed the activity in each account. The Board reviewed the invoices and the checks prepared in payment thereof.

Upon motion duly made and seconded, the Board voted unanimously to approve (i) the Bookkeeper's Report, and (ii) the bills submitted for payment.

## **ATTORNEY'S REPORT**

The Board recognized Ms. Parker and Mr. Willis, who presented the Attorney's Report. A legislative update was given by Ms. Parker and Mr. Willis.

Upon motion duly made and seconded, the Board voted unanimously to approve the Attorney's Report.

## **Approval of Minutes**

The proposed minutes of the meeting of the Board held March 9, 2023, previously distributed to the Board, were presented for consideration and approval.

Upon motion duly made and seconded, the Board voted unanimously to approve the minutes of March 9, 2023, as presented.

## **AMENDED RATE ORDER**

Consideration was then given to amending the Rate Order.

Upon motion duly made and seconded, the Board voted unanimously to amend the Tate Order, a copy of which is on file in the official records of the District.

## **ENGINEER'S REPORT**

The Board recognized Mr. Mellado, who presented the Engineer's Report, a copy of which is on

file in the official records of the District.

### **Levee Inspection**

The levee was inspected on April 11, 2023. A sink hole was noted along the path of the existing storm sewer connected to the storm sewer manhole. The Board asked Inframark to repair the sink hole.

### **Water Plant 3 / Wastewater Plant Expansion**

EHRA is continuing to work with the Engineer for NG2 regarding the wastewater treatment plant expansion and Water Plant 3. New wastewater plant utilization was calculated utilizing the plant rerating value of 200 GPD/ESFC. The District has an adequate supply of wastewater capacity for the existing development. A cost estimate and analysis of the wastewater treatment plant expansion will be prepared by the Engineer for NG2. NG2 will lease wastewater capacity to the District as necessary until the construction of the wastewater treatment plant expansion is completed, if necessary

The NG2 Engineer will prepare a cost estimate for Water Plant 3. This water plant project will include another interconnection across the Hardy Toll Road between the Districts. The additional interconnect will provide additional redundancy for District interconnect and supply purposes.

### **Northwood Pines Park**

EHRA has received final approval from Harris County Engineering for the parking lot adjacent to the splash pad. This project is on hold pending the Levee modifications.

### **Water Reuse Project**

EHRA has completed the topographic survey in the area proposed for the water reuse project. EHRA has started designing the line for the Water Reuse Project. EHRA is waiting for Northgate Crossing MUD No. 2 to provide the layout that will show the point of connection.

### **Storm Station Building**

EHRA has completed a survey of the area around the building at the Storm Station to determine the feasibility of enlarging the building. EHRA is preparing a cost estimate for the project.

### **Levee Analysis and Certification**

Subsequent to the onsite Levee meeting on January 25, 2023, it was determined that it may not be necessary to raise the street at the entrance to the Storm Station as the pavement is higher than the required elevation. However, Freese and Nichols (based on its preliminary findings) has indicated that 1,500 linear feet of the Levee is between 0.1 to 0.46 feet below the required elevation. EHRA is preparing the plans to raise the Levee

Upon motion duly made and seconded, the Board voted unanimously to approve the Engineer's Report.

### **OPERATIONS REPORT/TERMINATION OF SERVICE**

The Board next recognized Mr. Richardson, who submitted to and reviewed with the Board the Operations Report, a copy of which is on file in the official records of the District.

Mr. Richardson also presented a report on the Storm Station, which report is attached to the

## Operations Report.

Mr. Richardson reported as noted below.

- The billed to pumped ratio was 80.64%.
- There are 412 active connections in the District.
- There were no accounts finalized with a balance under \$25, and no accounts finalized with a balance greater than \$25.
- There were no excursions at the wastewater treatment plant.
- Replacement of the level sensors, and fittings at the Storm Station is complete.

Upon motion duly made and seconded, the Board voted unanimously to (1) approve the Operation's Report, (2) to write off the delinquent uncollectable accounts with a balance under \$25, and (3) turn over the delinquent uncollectable accounts finalized with a balance of more than twenty-five dollars, if any, for collection.

### **Termination of Water Service**

Consideration was then given to the termination of water service to the accounts listed on the Termination List. The Board noted that there were no customers present at the meeting who wished to address the Board regarding their water bills or to protest termination of water service.

Upon motion duly made and seconded, the Board voted unanimously to authorize termination of service to the accounts listed on Termination List.

### **LANDCAPE ARCHITECT REPORT/PARK RANGERS LEVEE MAINTENANCE REPORT**

The Board recognized Mr. Murr, who presented the Landscape Architect's report, a copy of which is on file in the official records of the District. Mr. Murr reported as follows:

1. The medians have been mulched.
2. The channel will be scheduled for cleaning.
3. The new drinking fountain has been installed.
4. Erosion at the lake has been identified.
5. The Harris County Flood Control District has indicated that it will remove the tree in Spring Creek once two boats are available.
6. It has been noted that people are hitting golf balls on the lake property.

Upon motion duly made and seconded, the Board voted unanimously to approve the Landscape Architects Report, and to authorize Murr to install a sign on the lake property indicating no golfing.

### **IT REPORT/WEBSITE/AGREEMENT COMMUNICATION SYSTEM**

There was no ITT Report.

**INCLEMENT WEATHER POLICY**

The Inclement Weather Policy is being updated.

**EMERGENCY ACTION PLAN UPDATE AND TABLETOP EXERCISE**

Consideration was then given to a proposal from Freese and Nichols to update the Emergency Action Plan and Conduct a Tabletop Exercise.

Upon motion duly made and seconded, the Board voted unanimously to accept the proposal from Freese and Nichols to update the Emergency Action Plan and Conduct a Tabletop Exercise, a copy of which is on file in the official records of the District.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD, the meeting was adjourned.

PASSED, APPROVED and ADOPTED this May 12, 2023.

  
Secretary, Board of Directors