

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

**April 11, 2024**

**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 11, 2024, at the Stormwater Pump Station, 710 Creek Knoll, Spring, Texas 77373, a designated meeting place of the Board of Directors inside 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 Williams and Boeckelman, thus constituting a quorum.

Also attending the meeting were Michael Murr with Murr incorporated, Landscape Architect for the District; Amy Ordeneaux with Texas Pride Disposal; Bill Blich with Blich Associates, Inc. ("BAI") and Bob Leared Interests ("BLI"), Financial Advisor and Tax Assessor/Collector, respectively to the District; Chris Linn with Myrtle Cruz, Inc. ("MCI"), Bookkeeper for the District; Jeremy Roach (via ZOOM) with Apollo IT Consulting, consultant to the District; Ann Marie Lasham (via Zoom), and Angela Helfrich, members of the public; Steve Fitzgerald with Gauge Engineering; Allen Jenkins with Inframark, Operator for the District; Ben Mellado (via Zoom) with Edminster Henshaw Russ & Associates ("EH"), Engineer for the District; and Maria Salinas Parker (via Zoom) 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 94.361 % of the 2023 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**

There was no Financial Advisor's Report.

## **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, (ii) the bills submitted for payment, and (iii) Positive Pay as described above.

## **ATTORNEY'S REPORT**

The Board recognized Mr. Willis, who presented the Attorney's Report.

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

## **Approval of Minutes**

Proposed minutes of the meeting of the Board held March 14, 2024, 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 14, 2024, as presented.

## **AMENMENT TO TRASH CONTRACT**

The Board recognized Ms. Ordeneaux, who reviewed with the Board a proposed amendment to the Waste Disposal Agreement with Texas Pride. She noted that the Amendment provides for a variable environmental charge (fuel surcharge) when the cost of diesel fuel exceeds \$3.25.

Upon motion duly made and seconded the Board voted unanimously to approve the amendment to the waste Disposal Contract, a copy of which is on file in the official records of the District.

## **AMEND RATE ORDER**

Consideration was then given to amending the Rate Order to increase the sanitary sewer fee for

residential connections.

Upon motion duly made and seconded, the Board voted unanimously to amend the Rate Order to increase residential sanitary sewer fee to \$47.50. A copy of the amended Rate Order is on file in the official records of the District.

### **RESOLUTION REGARDING ANNUAL REVIEW OF RED FLAGS POLICY**

Consideration was next given to a proposed Resolution Regarding Red Flags Policy.

Upon motion duly made and seconded, the Board voted unanimously to approve the Resolution Regarding Annual Review of Red Flags Policy, subject to the Operator providing certification as to the efficient operation of the Red Flags Policy. A copy of said Resolution is on file in the official records of the District.

### **AUDIT FISCAL YEAR END DECEMBER 31, 2023**

The audit for fiscal year ended December 31, 2023, was deferred.

### **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, 2024. There is exposed wire on the gabion wall.

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

NG2 has re-submitted the plans for Water Plant 3 for approval. Later this month NG2 will advertise for bids for the new water well. Bids for the water plant will be advertised after final regulatory approval.

### **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. Easement acquisition is in progress for the placement of the water reuse lines. This project is on hold pending available funding.

### **Storm Station Building**

EHRA has completed the design of the Storm Station Building. The plans have been submitted for regulatory approval. This project is on hold pending available funding.

### **Levee Analysis and Certification**

FEMA is encouraging the District to submit a Certification Package prior to the release of the preliminary new flood plain maps. Freese and Nichols will submit a proposal for assisting the District in the Certification Package.

### **Capital Improvement Plan ("CIP")**

A five-year CIP was presented at the meeting on November 9, 2023. A copy of the CIP is on file in the official records of the District.

Upon motion duly made and seconded, the Board voted unanimously to approve the Engineer's Report, and the proposal from Freese and Nichols to prepare the Levee Precertification Application, subject to Attorney review.

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

The Board next recognized Mr. Jenkins, 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. Jenkins also presented a report on the Storm Station, which report is attached to the Operations Report.

Mr. Jenkins reported as noted below.

- The billed to pumped ratio was 87.86%.
- There are 413 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.
- The customer at 707 Slate Valley contacted Inframark regarding the fallen fence. Inframark investigated and determined that the fence did not belong to the District.

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 then reviewed the Landscape Architect's Report, a copy of which is on file in the official records of the District. It was noted that consideration should be given to removal of the playground equipment. The Board asked Mr. Murr to obtain an estimate to remove the playground equipment. The contract with Today's Integration will be placed on hold.

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

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

The Board recognized Mr. Roach, who presented the IT Report. Mr. Roach reported that the order for the new firewall at a cost of \$3,141.37 was placed. It was determined that the switch on the system does not need to be replaced.

Upon motion duly made and seconded, the Board voted unanimously to approve the IT Report.

### **INCLEMENT WEATHER POLICY/ANNUAL STORM STATION**

The Board discussed the Inclement Weather Policy, and initial notifications to customers in the event of severe weather. The Board recognized Mr. Fitzgerald, who informed the Board that he will present changes to the Inclement Weather Policy; and that he is working on notification to commercial customers.

### **FLOCK CEMRAS**

There was no action on the Flock Camera System.

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

PASSED, APPROVED and ADOPTED this May 23, 2024

  
Secretary, Board of Directors