

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

**October 10, 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 October 10, 2024, at the Stormwater Pump Station, 710 Creek Knoll, Spring, Texas, 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 Lieutenant Brent Ballard with Harris County Precinct 4 Constable's Office; Michael Murr with Murr Incorporated, Landscape architect 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; Chris Linn with Myrtle Cruz, Inc. ("MCI"), Bookkeeper for the District; Chad Buckley with Inframark, Operator for the District; Jeremy Roach with Apollo IT Consulting, IT consultant to the District; Ben Mellado with Edminster Henshaw Russ & Associates ("EH"), Engineer for the District; 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**

The Board recognized Officer Ballard, who presented the Peace Officer's Report.

Upon motion duly made and seconded, the Board voted unanimously to approve the 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 94.888 % 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, and (ii) the bills submitted for payment.

### **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 August 8, 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 August 8, 2024, as presented.

### **Renewal of Utility Commitment Letter (SKANSKA)**

Consideration was then given to renewing the Utility Commitment Letter to Skanska, which expired at the end of September.

Upon motion duly made and seconded, the Board voted unanimously to renew the Utility Commitment Letter for an additional two years.

### **2024 TAX LEVY AND CALL PUBLIC HEARING**

The Board recognized Mr. Blitch, who reviewed with the Board a Tax Rate Analysis in connection with

the 2024 tax levy, a copy of which is on file in the official records of the District. The Board noted that the District is a developing district as defined in Senate Bill 2.

Upon motion duly made and seconded, the Board voted unanimously to (1) propose a 2024 debt service tax rate of \$0.36 and a maintenance and operation tax of \$0.514 for a total tax rate of \$0.874; (2) call a public hearing for Thursday, November 14, 2024 on the proposed 2024 tax rate; (3) authorize the Tax Assessor/Collector to publish notice of the public hearing and proposed tax rate as required by law, and (4) designate that District as a "Developing District."

### **RESOLUTION DESIGNATING EMERGENCY ACTION COMMITTEE AND DECLARING EMERGENCY AUTHORITY**

The Board deferred action on the proposed Resolution Designating Emergency Action Committee and Declaring Emergency Authority.

### **ORDER AMENDING AND RESTATING ORDER DESIGNATING ADMINISTRATIVE OFFICE, MEETING PLACES AND OTHER OFFICES**

Consideration was then given to a proposed Order Amending and Restating Order Designating Administrative Office, Meeting Places and Other Offices.

Upon motion duly made and seconded, the Board voted unanimously to approve the Order Amending and Restating Order Designating Administrative Office, Meeting Places and Other Offices, a copy of which is on file in the District office.

### **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 September 1, 2024. No deficiencies were noted.

#### **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 has been reactivated, and design is in progress.

#### **Storm Station Building**

EHRA has completed the design of the Storm Station Building. The plans have been submitted for regulatory approval. This project will be reactivated.

#### **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 has submitted a draft of the Certification Package.

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

The following bids were approved by Northgate Crossing MUD No. 2:

Water Well	Alsay, Inc.	\$2,341,550.00	\$1,030,282.00 (District share)
Water Plant	Lecon, Inc.	\$4,378,180.09	\$1,926,400.00 (District share)

### **Northwood Pines Park**

EHRA has received final approval from Harris County Engineering for the parking lot adjacent to the splash pad. This project will be reactivated.

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

A CIP inspection was performed and a revised five-year plan will be presented at the next meeting.

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. Buckley, 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. Buckley also presented a report on the Storm Station, which report is attached to the Operations Report.

Mr. Buckley reported as noted below.

- The billed to pumped ratio was 81.15%.
- There are 410 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 roof at Storm Station is leaking. A proposal will be submitted at the next meeting to repair/replace the roof.
- A generator was rented for the lift station to extend power.
- The exhaust fan at the Storm Station is being repaired. A change order has been requested to replace the entire assembly.
- Both lift pumps at the at the lift station were pulled and cleaned. Repairs to the lift pumps are necessary.

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, (3) turn over the delinquent uncollectable accounts finalized with a balance of more than twenty-five dollars, if any, for collection, and (4) authorize the change order for the exhaust fan repair.

### **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.

Upon motion duly made and seconded, the Board voted unanimously to approve the Landscape Architect's Report, and to authorize pruning the trees at the lift station at an estimated cost of \$650.00.

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

The Board recognized Mr. Roach, who presented the IT Report.

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

**INCLEMENT WEATHER POLICY**

No action was taken in connection with the Inclement Weather Policy.

**FLOCK CAMERAS**

Installation of the Flock Camera System is in progress.

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

PASSED, APPROVED and ADOPTED this 11/14/24.

A handwritten signature in blue ink, consisting of several loops and flourishes, positioned above a horizontal line.

Secretary, Board of Directors