

NORTHWEST FREEWAY MUNICIPAL UTILITY DISTRICT
Minutes of Meeting of Board of Directors
August 25, 2025

The Board of Directors (the "Board") of Northwest Freeway Municipal Utility District (the "District") met in regular session, open to the public on August 25, 2025, in accordance with the duly posted Notice of Public Meeting, and the roll was called of the duly constituted officers and members of the Board, as follows:

Tom Wildrick, President
William White, Secretary
Alex Reyes, Assistant Secretary
Charles "Kendrick" Dudley, Assistant Secretary

and all of said persons were present, thus constituting a quorum.

Also attending the meeting were Dulce Molina of Municipal Accounts & Consulting, L.P. ("MA&C"); Lonnie Lee of Regional Water Corporation ("RWC"); Emma Highberger of Wheeler & Associates, Inc. ("Wheeler"); Rene Hurtado of Sander Engineering Corporation ("SEC"); Josh Hopper of Storm Water Solutions, LP ("SWS"); Lieutenant Jose Amaya of the Harris County Constable's Office, Precinct 4 ("HCCO"); Brandon West of Touchstone District Services, LLC ("Touchstone"); William Papadopoulos, a developer of property within the District; Sheldon Littlejohn, member of the public; and Gordon Cranner of Schwartz, Page & Harding, L.L.P. ("SPH").

The President called the meeting to order and declared it open for such business as might regularly come before the Board.

PUBLIC COMMENTS

The Board next considered public comments. Mr. Papadopoulos addressed the Board regarding the status of the contract with DC Contracting Services, LLC in connection with construction of the Detention Basin and Storm Sewer to serve Ranch Country.

APPROVAL OF MINUTES

The Board next reviewed the minutes of its meeting held on July 28, 2025. Following discussion, Director Wildrick moved that the minutes of the Board's meeting held on July 28, 2025, be approved, as written. Director White seconded said motion, which unanimously carried.

APPOINTMENT OF NEW DIRECTOR

The Board next considered the appointment of a new director to fill the vacancy on the Board of Directors created by the resignation of Carlos Heredia. After discussion on the matter, Director Dudley moved that Mr. Sheldon Littlejohn be appointed as a member of the Board of the District to fill the unexpired term of Carlos Heredia. Director Reyes seconded said motion, which carried unanimously.

QUALIFICATION STATEMENT, OFFICIAL BOND, OATH OF OFFICE, AND AFFIDAVIT OF CURRENT DIRECTOR

The Board next considered acceptance of the Qualification Statement, Official Bond, Oath of Office, and Affidavit of Current Director for Director Littlejohn. In that regard, Director Littlejohn presented his Qualification Statement, Official Bond, and Affidavit of Current Director, and took his Oath of Office. It was then moved by Director Dudley, seconded by Director Reyes and unanimously carried that the Board accept said Qualification Statement, Official Bond, Oath of Office, and Affidavit of Current Director and declare Sheldon Littlejohn to be a duly appointed and qualified director of the District. Director Littlejohn then participated in the remainder of the meeting.

ELECTION NOT TO DISCLOSE CERTAIN INFORMATION

The Board considered the acceptance of an Election Not to Disclose Certain Information from Director Littlejohn. In that regard, Director Littlejohn presented his Election Not to Disclose Certain Information. After discussion on the matter, it was moved by Director Dudley, seconded by Director Reyes and unanimously carried, that the Board approve said Election Not to Disclose Certain Information.

ELECTION OF OFFICERS

The next item to be considered was the reorganization of the Board and election of officers. The Board called for a nomination for the office of Vice President. After discussion, Director White was nominated for that office. A vote was called, and upon motion duly made by Director Dudley, seconded by Director Reyes and unanimously carried, Director White was duly elected Vice President of the Board and District.

The Board called for a nomination for the office of Secretary. After discussion, Director Reyes was nominated for that office. A vote was called, and upon motion duly made by Director Dudley, seconded by Director Reyes and unanimously carried, Director Reyes was duly elected Secretary of the Board and District.

The Board called for a nomination for the office of Assistant Secretary. After discussion, Director Littlejohn was nominated for that office. A vote was called, and upon motion duly made by Director Dudley, seconded by Director Reyes and unanimously carried, Director Littlejohn was duly elected Assistant Secretary of the Board and District.

DISTRICT REGISTRATION FORM

The Board next considered authorizing the preparation and filing of a new District Registration Form, as required by the rules of the Texas Commission on Environmental Quality ("TCEQ"). Mr. Cranner explained that, in accordance with certain provisions of the Texas Water Code, municipal utility districts are required to file the names, mailing addresses, officer positions and terms of new directors with the TCEQ within thirty days (30) after an election or appointment. He advised that with the Board's approval, SPH will prepare an updated District Registration Form

and will file same with the TCEQ. After discussion of the matter, Director Dudley moved that the Board authorize SPH to complete the District Registration Form and file same with the TCEQ. Director Reyes seconded said motion, which unanimously carried.

PREPARATION AND MAINTENANCE OF LOCAL GOVERNMENT OFFICERS LIST

Mr. Cranner advised the Board that, pursuant to Chapter 176 of the Texas Local Government Code, the District is required to maintain a list of Local Government Officers, which includes the members of the Board and the District's Investment Officers, in connection with conflict of interest disclosure requirements. After discussion on the matter, Director Dudley moved that the District update its list of local government officers as required by law. Director Reyes seconded said motion, which unanimously carried.

DIRECTOR TRAINING REQUIREMENTS

Mr. Cranner discussed with Director Littlejohn the training requirements for public officials. He advised that public officials, including directors of a municipal utility district, must complete separate training courses regarding the Texas Open Meetings Act ("OMA") and the Texas Public Information Act ("PIA"). He advised the Board that Director Littlejohn had been provided with a Memorandum prepared by SPH which summarizes the training requirements. Mr. Cranner advised that the deadline for public officials to complete their training is the 90th day after they either take their oath of office or otherwise assume their responsibilities as a public official. He noted that the Texas Attorney General has prepared an online course which satisfies the training requirements for both the OMA and PIA. Mr. Cranner further noted that it is the responsibility of Director Littlejohn to ensure that he completes the training prior to the deadline.

DISCUSSION OF CONFLICTS DISCLOSURE REPORTING REQUIREMENTS

Mr. Cranner next advised the Board that Director Littlejohn had also been provided with a Memorandum prepared by SPH and a questionnaire regarding conflict of interest disclosure reporting requirements. Mr. Cranner further advised that Director Littlejohn has completed the conflict of interest questionnaire.

SECURITY REPORT AND SECURITY ISSUES WITHIN THE DISTRICT

Lieutenant Amaya addressed the Board regarding the status of the District's security patrol contract with the HCCO and security issues within the District, and reviewed the monthly activity report for the month of July 2025, a copy of which is attached hereto as **Exhibit A**.

The Board next considered ratification of approval of the Interlocal Agreement for Law Enforcement Services (the "Agreement") between Harris County and the District for security patrol services from October 1, 2025 through September 30, 2026. Following discussion, Director Wildrick moved that approval of the Agreement be ratified and approved in all respects. Director White seconded the motion, which unanimously carried.

A discussion ensued regarding the request from Cypress Hill Municipal Utility District No. 1 ("Cypress Hill") for a District contribution to assist with funding construction of a new building and parking area to be utilized by HCCO. Mr. Cranner reminded the Board it agreed to contribute a total of \$10,000 to Cypress Hill for this project, and advised that the District is in receipt of a Joint Participation Interlocal Agreement to memorialize same (the "Joint Agreement"), a copy of which is attached hereto as **Exhibit B**. Following discussion, Director Wildrick moved that the Board approve the Joint Agreement and authorize the President to execute same on behalf of the Board and the District, subject to review of same by SPH. Director White seconded the motion, which unanimously carried.

Lieutenant Amaya exited the meeting at this time.

AUDIT REPORT

The Board deferred review of the District's Audit Report for the fiscal year ended June 30, 2025.

BOOKKEEPER'S REPORT

Ms. Molina presented to and reviewed with the Board a District Snapshot Report prepared by EVO, a division of MA&C, a copy of which is attached to the Bookkeeper's Report (**Exhibit C**).

Ms. Molina next presented to and reviewed with the Board the bookkeeping report dated August 25, 2025, attached hereto as **Exhibit C**, including the disbursements presented for payment from the District's various accounts. After discussion, Director Dudley moved that the bookkeeping report be approved and that the disbursements identified in the report be approved for payment. Director White seconded said motion, which unanimously carried.

TAX ASSESSOR-COLLECTOR'S REPORT

Ms. Highberger next presented to and reviewed with the Board the tax assessor-collector report prepared by Wheeler for the month of July 2025, copies of which are attached hereto as **Exhibit D**. After discussion, Director Dudley moved that the tax assessor-collector's report be approved and that the disbursements identified in the report be approved for payment. Director White seconded said motion, which unanimously carried.

REPORT AND LEGAL ACTION TAKEN BY THE DISTRICT'S DELINQUENT TAX COLLECTIONS ATTORNEY

The Board deferred on consideration of a delinquent tax collections attorney report by Ted A. Cox, P.C.

FINANCIAL ADVISOR'S RECOMMENDATION CONCERNING THE DISTRICT'S 2025 TAX RATE

The Board deferred receipt of the financial advisor's recommendation concerning the District's proposed 2025 tax rate until the next meeting.

Mr. Papadopoulos exited the meeting at this time.

OPERATIONS REPORT

Mr. Lee next presented and reviewed the Operations Report for July 2025, a copy of which Report is attached hereto as **Exhibit E**, and discussed same with the Board. He advised that the results of the water valve survey indicate that there are approximately 133 valves that need to be located, cleaned, raised, and/or painted (the "Project"). He further advised that the total cost to perform this work is approximately \$32,350, and that RWC proposes that the project be split into three (3) separate, equal work orders to be performed over time. Following discussion, Director Wildrick moved that the Board approve the Project, as discussed and as recommended by RWC. Director Dudley seconded the motion, which unanimously carried.

A discussion ensued regarding the status of inspections of certain lots with multiple structures located thereon and connected to the District's system, including the status of communications with lot owners/customers regarding same. Mr. Lee advised that RWC is still in the process of delivering communications to certain lot owners/customers.

Mr. Lee advised that Gonzalez Construction has provided a proposal to replace the fence located at Water Plant No. 3 and discussed same with the Board. Following discussion, Director White moved that the Board approve the proposal for replacement of the fence at Water Plant No. 3. Director Dudley seconded the motion, which unanimously carried.

Ms. Highberger exited the meeting at this time.

ENGINEERING REPORT

Mr. Hurtado presented and reviewed a written engineering report dated August 25, 2025, a copy of which report is attached hereto as **Exhibit F**, relative to the status of various projects within the District, and discussed same with the Board.

Mr. Hurtado addressed the Board regarding the status of the contract with DC Contracting Services, LLC ("DC") for Detention Basin and Storm Sewer to serve Ranch Country (the "Project"). In that regard, he advised that the District is receipt of Pay Estimate No. 9 in the amount of \$10,469.24. Following discussion, Director Dudley moved that the Board approve payment of Pay Estimate No. 9 to DC, as presented. Director Reyes seconded the motion, which unanimously carried.

STORM WATER SOLUTIONS, L.P.

Mr. Hopper next presented and reviewed a report provided by SWS, a copy of which is attached hereto as **Exhibit G**. A discussion ensued regarding the inquiry made at the previous meeting as to who owns the easement located at page thirteen (13) of the report. Mr. Craner advised that SPH and SEC will look into this matter and report back to the Board. No action was taken by the Board at this time.

ISSUANCE OF UTILITY COMMITMENT(S)

It was noted that this item was covered earlier in the meeting, under the engineer's report.

DEVELOPER'S REPORT

The Board deferred consideration of a developer's report.

ATTORNEY'S REPORT

The Board next considered the Attorney's Report. In connection therewith, Mr. Craner advised that he had nothing additional to discuss with the Board of a legal nature which was not covered under a specific agenda item.

STATUS OF DISTRICT WEBSITE

Mr. West next presented and reviewed a Communications Meeting Report prepared by Touchstone, a copy of which is attached hereto as **Exhibit H**. No action was taken by the Board at this time.

CLOSED SESSION

The Board determined it would not be necessary to enter into Closed Session pursuant to Texas Government Code, Section 551.071 and/or Section 551.072.

MATTERS TO BE CONSIDERED ON FUTURE AGENDAS

The Board considered items for placement on a future agenda. No specific items were requested.

ADJOURNMENT

There being no further business to come before the Board, Director Dudley moved that the meeting be adjourned. Director White seconded the motion, which unanimously carried.




Secretary, Board of Directors

LIST OF ATTACHMENTS TO MINUTES

Exhibit A	Security Report
Exhibit B	Joint Participation Interlocal Agreement
Exhibit C	Bookkeeper's Report; District Snapshot Report prepared by EVO
Exhibit D	Tax Assessor-Collector Report
Exhibit E	Operations and Maintenance Report
Exhibit F	Engineer's Report
Exhibit G	Report provided by Storm Water Solutions, L.P.
Exhibit H	Communications Meeting Report