

NORTHWEST FREEWAY MUNICIPAL UTILITY DISTRICT
Minutes of Meeting of Board of Directors
March 24, 2025

The Board of Directors (the "Board") of Northwest Freeway Municipal Utility District (the "District") met in regular session, open to the public on March 24, 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
Carlos Heredia, Vice 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"); Josh Hopper of Storm Water Solutions, LP ("SWS"); Rene Hurtado of Sander Engineering Corporation ("SEC"); Brandon West of Touchstone District Services, LLC ("Touchstone"); and Spencer Creed 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 began by opening the meeting for public comments. There were no comments from the public at this time and the Board continued to the next item of business.

APPROVAL OF MINUTES

The Board next reviewed the minutes of its meeting held on February 24, 2025. Following discussion, Director Heredia moved that the minutes of the Board's meeting held on February 24, 2025, be approved, as written. Director Reyes seconded said motion, which unanimously carried.

BOOKKEEPER'S REPORT

Ms. Molina next presented to and reviewed with the Board the bookkeeping report dated March 24, 2025, attached hereto as **Exhibit A**, including the disbursements presented for payment from the District's various accounts. After discussion, Director Wildrick 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 and delinquent collections listing prepared by Wheeler for the month of February 2025, copies of which are attached hereto as **Exhibit B**. 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.

UNCLAIMED PROPERTY REPORT(S)

The Board considered authorizing the District's consultants to research unclaimed property and to authorize MA&C and Wheeler to prepare an Unclaimed Property Report(s) as of March 1, 2025. After discussion, Director Wildrick moved that the District's consultants be authorized to research their records to determine whether or not there is any unclaimed property for the applicable period and that the District's bookkeeper and tax assessor-collector be authorized to prepare unclaimed property report(s), if necessary, for the Board's consideration, approval and filing with the State Comptroller prior to July 1, 2025. Director White seconded said motion, which unanimously carried.

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

Mr. Creed presented to and reviewed with the Board a delinquent tax collections attorney report, received by the District from Ted A. Cox, P.C., a copy of which is attached hereto as **Exhibit C**. No action was taken by the Board at this time.

OPERATIONS REPORT

Mr. Lee next presented and reviewed the Operations Report for February 2025, a copy of which Report is attached hereto as **Exhibit D**, and discussed same with the Board. In connection with review of the District's Identity Theft Prevention Program (the "Program"), Mr. Lee addressed the Board concerning the District's experience with identity theft during the prior year, current identity theft methods, the types of accounts maintained by the District and the District's business arrangements with other entities. He advised that no incidents of identity theft had been experienced and recommended that no changes be made to the District's Program at this time. After discussion on the matter, the Board concurred that no changes were necessary to the Program at this time. A copy of the annual Program report is included as part of **Exhibit D**.

Mr. Lee next advised that RWC obtained approval from Director Wildrick during the month to replace check valve no. 2 on Lift Pump No. 2 located at the Wastewater Treatment Plant. Following discussion, Director Heredia moved that the aforementioned item, as discussed, be approved and ratified in all respects. Director White seconded the motion, which unanimously carried.

A discussion ensued regarding the potential placement of three (3) manufactured home structures on a residential lot located at 17517 Hickory Ranch Drive and the receipt of water and sewer services by the structures through one connection to the District's system. The Board

discussed sending correspondence to the resident advising that each structure within the District requiring water and/or sewer service is required to be inspected by the operator and be physically connected to the District's system. Mr. Creed reviewed a draft of such correspondence with the Board. Following discussion, Director Wildrick moved that SPH be authorized to forward such correspondence to the resident and advise that the resident has ten (10) days from the date of letter to schedule an inspection of the lot by RWC. Director Heredia seconded the motion, which unanimously carried.

RATIFY PRIOR APPROVAL OF AMENDMENT TO CONTRACT WITH RWC; CONSIDER AMENDMENT OF THE DISTRICT'S RATE ORDER

The Board next considered (i) ratifying its prior approval of an amendment to the District's contract with RWC (a copy of which is attached hereto as **Exhibit E**), and (ii) amendment of the District's Rate Order, including rate and fee adjustments corresponding to adjustments under the operator's contract. Following discussion, Director Heredia moved that the Board's prior approval of the amendment to the District's contract with RWC be approved and ratified in all respects. Director White seconded the motion, which unanimously carried. The Board deferred amendment of the District's Rate Order until the next meeting.

SUBMISSION OF CRITICAL LOAD STATUS INFORMATION TO ELECTRIC UTILITIES

Mr. Creed reported that Section 13.1396 of the Water Code requires a district to annually submit to each electric distribution utility and each retail electric utility provider, on forms reasonably required by each entity, its facilities which qualify for critical load status and various emergency contact information. After discussion on the matter, Director Dudley moved that SEC be authorized to make such annual filings on behalf of the District. Director Wildrick seconded the motion, which carried unanimously.

ENGINEERING REPORT

Mr. Hurtado presented and reviewed a written engineering report dated March 24, 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 Gilleland Smith Construction, Inc. ("Gilleland") for Water Plant No. 3 improvements. In that regard, he advised that the District is receipt of Pay Estimate No. 4 in the amount of \$282,735.00. Following discussion, Director Heredia moved that the Board approve payment of Pay Estimate No. 4 to Gilleland, as presented. Director Dudley seconded the motion, which unanimously carried.

A discussion ensued regarding the status of channel de-mucking to be performed by SWS, and the status of de-mucking in the same area by Harris County. Mr. Hurtado advised that he will request survey data of the extent of the work performed by Harris County so that a determination can be made as to whether additional work is required. No action was taken by the Board at this time.

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**. 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

As the next order of business, the Board considered the Developer's report. No action was taken by the Board at this time.

SECURITY REPORT AND SECURITY ISSUES WITHIN THE DISTRICT

The Board next discussed the status of the District's security patrol contract with the Harris County Constable's Office, Precinct 4 ("HCCO") and security issues within the District, and reviewed the monthly activity report for the month of February 2025, a copy of which is attached hereto as **Exhibit H**. The Board requested more information be provided in connection with certain incidents on the February 2025 report. Mr. Creed reminded the Board that, at the previous meeting, it requested more information be provided in connection with certain incidents listed on the January 2025 report. Mr. Creed then reported such information to the Board as provided by the County.

ATTORNEY'S REPORT

The Board next considered the Attorney's Report. In connection therewith, Mr. Creed advised that he had nothing additional of a legal nature to report at this time.

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 I**. Mr. West advised that Touchstone is in the process of preparing a list of recent District accomplishments to be reviewed by the Board prior to being posted on the website. No action was taken by the Board at this time.

OTHER MATTERS

Mr. Creed next advised that the District is in receipt of correspondence from Cypress Hill Municipal Utility District No. 1 ("Cypress Hill"), a copy of which is attached hereto as **Exhibit J**, requesting a contribution from the District to assist with funding construction of a new building and parking area to be utilized by the HCCO. He further advised that he has requested a copy of the site plan and a list of other parties receiving the request. Following discussion, the Board deferred taking action pending receipt of such information. Director White requested that the

District's patrolling officers be asked whether they utilize Cypress Hill's current building in that area.

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 Heredia moved that the meeting be adjourned. Director Dudley seconded the motion, which unanimously carried.


Secretary, Board of Directors

LIST OF ATTACHMENTS TO MINUTES

Exhibit A	Bookkeeper's Report
Exhibit B	Tax Assessor-Collector Report
Exhibit C	Delinquent Tax Report
Exhibit D	Operations and Maintenance Report
Exhibit E	Amendment to the District's contract with Regional Water Corporation
Exhibit F	Engineer's Report
Exhibit G	Report provided by Storm Water Solutions, L.P.
Exhibit H	Security Report
Exhibit I	Communications Meeting Report
Exhibit J	Correspondence from Cypress Hill Municipal Utility District No. 1