

**NORTHWEST FREEWAY MUNICIPAL UTILITY DISTRICT**  
**Minutes of Meeting of Board of Directors**  
**April 28, 2025**

The Board of Directors (the "Board") of Northwest Freeway Municipal Utility District (the "District") met in regular session, open to the public on April 28, 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 with the exception of Directors White and Reyes, thus constituting a quorum. Director White entered later in the meeting, as noted herein.

Also attending the meeting were Dulce Molina of Municipal Accounts & Consulting, L.P. ("MA&C"); Scott Barr 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"); William Papadopoulos, a developer of property within the District; and Spencer Creed and Cole Trolinger 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 March 24, 2025. Following discussion, Director Heredia moved that the minutes of the Board's meeting held on March 24, 2025, be approved, as written. Director Wildrick seconded said motion, which unanimously carried.

**BOOKKEEPER'S REPORT**

Ms. Molina next presented to and reviewed with the Board the bookkeeping report dated April 28, 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, with the exception of check number 15451, which was voided. Director Heredia 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 March 2025, copies of which are attached hereto as **Exhibit B**. After discussion, Director Heredia moved that the tax assessor-collector's report be approved and that the disbursements identified in the report be approved for payment. Director Dudley 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.

### **RESOLUTION AUTHORIZING ADDITIONAL PENALTY ON DELINQUENT REAL PROPERTY TAXES**

The Board next considered the adoption of a Resolution Authorizing an Additional Penalty on Delinquent Real Property Taxes. Mr. Creed advised that the Board is authorized, pursuant to Section 33.07 of the Texas Tax Code, as amended, to impose, under certain conditions on July 1, an additional penalty not to exceed twenty percent (20%) of the total taxes, penalty and interest due the District on taxes that remain delinquent as of July 1 of the year in which they become delinquent. After discussion, it was moved by Director Heredia, seconded by Director Dudley and unanimously carried, that the Resolution Authorizing an Additional Penalty on Delinquent Real Property Taxes, attached hereto as **Exhibit D**, be adopted by the Board.

### **OPERATIONS REPORT**

Mr. Barr next presented and reviewed the Operations Report for March 2025, a copy of which Report is attached hereto as **Exhibit E**, and discussed same with the Board. He advised that the Wastewater Treatment Plant experienced a mechanical failure, and that the air header has been temporarily repaired. Mr. Barr further advised that RWC will obtain a proposal for permanent repair for review and consideration by the Board.

Mr. Barr next advised that the valve survey has been completed, and that a report will be presented to the Board at the May meeting.

Mr. Barr next discussed an appeal of District charges received from customer account no. 1-01-07085-03. He advised that the resident is requesting an adjustment on their bill due to a leak on their property. After discussion on the matter and consideration of the relevant facts and circumstances, Director Dudley moved that the Board deny the appeal. Director Heredia seconded the motion, which unanimously carried. The Board requested that RWC notify the customer of their decision.

Mr. Barr next advised that RWC obtained approval from Director Wildrick during the month to (i) replace check valve no. 2 on Lift Pump No. 2 located at the Wastewater Treatment Plant, and (ii) to replace the isolation valve on Booster Pump No. 3 located at Water Plant No. 3. Following discussion, Director Dudley moved that the aforementioned items, as discussed, be approved and ratified in all respects. Director Heredia seconded the motion, which unanimously carried.

## **RATE ORDER**

The Board next considered amendment of the District's Rate Order, including (i) rate and fee adjustments corresponding to adjustments under the operator's contract and associated recommendations previously provided by RWC, and (ii) adjustments to the residential sanitary sewer rate in connection with the annual CPI adjustment for solid waste and recycling collection and disposal services provided by Texas Pride Disposal Solutions LLC. He noted that the solid waste collection rate will be increasing from \$15.70 per connection to \$16.37 per connection. Mr. Creed then advised the Board that the District's Rate Order includes the solid waste collection fee as part of the residential sanitary sewer rate, which is currently a flat monthly fee of \$36.69. He then noted that, with the \$0.67 increase, the Board may wish to increase its residential sanitary sewer rate by at least \$0.67 per connection to \$37.36. After discussion, Director Dudley moved that the District's Rate Order be amended to adjust certain rates and fees corresponding to adjustments under the operator's contract as previously recommended by RWC, and to increase the base monthly residential sanitary sewer rate from \$36.69 to \$37.36, with said amended Rate Order, attached hereto as **Exhibit F**, to become effective May 1, 2025, and that any and all rate orders heretofore adopted by the Board be revoked and that the attached rate order be passed and adopted as of this date. Director Wildrick seconded the motion, which unanimously carried.

## **ENGINEERING REPORT**

Mr. Hurtado presented and reviewed a written engineering report dated April 28, 2025, a copy of which report is attached hereto as **Exhibit G**, relative to the status of various projects within the District, and discussed same with the Board. He 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. 5 and Pay Estimate No. 6 in the amounts of \$311,268.71 and \$74,164.38, respectively. Following discussion, Director Heredia moved that the Board approve payment of Pay Estimate Nos. 5 and 6 to DC, as presented. Director Dudley seconded the motion, which unanimously carried.

In connection with the Project, Mr. Hurtado advised that SEC submitted a request to Harris County for drawings related to the recently completed regrading/maintenance work for the drainage channel, in order to confirm if such work was adequate to return the channel to its original designed capacity. He then requested authorization from the Board for SEC to solicit a survey proposal in the event the information requested from Harris County is not timely received. Following discussion, Director Heredia moved that SEC be authorized to solicit a survey proposal, if necessary, and that the District will pay the cost of such survey up to a maximum amount of \$10,000. Director Dudley seconded the motion, which unanimously carried. The Board noted

that if the survey work exceeds \$10,000, then the developer will need to make separate arrangements for same.

Director White entered the meeting at this time.

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. Mr. Hurtado advised that there are two (2) manufactured homes on the lot that appear to be receiving service from the District, with only one (1) metered connection. He noted that there is a third manufactured home on the lot. A discussion ensued regarding the existence of deed restrictions that may prohibit this arrangement and whether there are other situations of multiple manufactured homes located on one lot within the District that are obtaining services from the District via one (1) connection. Following discussion, Director Heredia moved that the Board authorize (i) Director Wildrick to contact the homeowners association regarding the existence and/or enforcement of applicable deed restrictions, and (ii) RWC to investigate how many similar service connections involving manufactured homes currently exist within the District. Director Dudley seconded the motion, which unanimously carried.

Mr. Hurtado next advised that the District is in receipt of a request to annex a tract of land located at Highway 290 and Badke Road for a proposed automobile dealership, a copy of which request is included as part of **Exhibit G**. Following discussion, Director Heredia moved that the request be denied. Director Dudley seconded the motion, which unanimously carried.

Mr. Hurtado noted that he estimates bids will be received on the Wastewater Treatment Plant Rehabilitation Project in approximately 2-3 months. Mr. Creed noted that SEC needs to prepare an estimate of WW Grainger's share of that project (to serve the 108 acre tract) so that they can be notified of same.

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. 5 in the amount of \$540,531.00. Following discussion, Director Heredia moved that the Board approve payment of Pay Estimate No. 5 to Gilleland, as presented. Director Dudley seconded the motion, which unanimously carried.

A discussion ensued regarding the status of request to Harris County for maintenance of the drainage channels and the scheduling of a meeting with Harris County regarding same. Mr. Hurtado advised that Harris County indicated they are reviewing information provided by SPH and SEC, but that SEC has not received a response from the County in connection with scheduling of a meeting. Following discussion, Director Heredia moved that SPH be authorized to prepare an additional letter to Harris County requesting a meeting on behalf of the Board and the District. Director Dudley seconded the motion, which unanimously carried.

Mr. Hurtado noted that a draft of the Capital Improvement Plan is attached as part of **Exhibit G**.

Ms. Highberger exited the meeting 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 H**. 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. Mr. Papadopoulos advised that RG Miller, the design engineer for the Detention Basin and Storm Sewer to serve Ranch Country project, have determined that a conflict exists with a District water line that needs to be resolved. He noted that two (2) options have been suggested to resolve the conflict: (i) installation of a siphon, and (ii) offsetting the water line. Mr. Hurtado and Mr. Barr recommended that the water line offset be performed, based on the long-term maintenance requirements of the siphon. Following discussion, Director Heredia moved that SEC and RWC be authorized to prepare any necessary plans and solicit/obtain bids for offsetting the water line. Director White seconded the motion, which unanimously carried.

### **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 March 2025, a copy of which is attached hereto as **Exhibit I**.

### **ATTORNEY'S REPORT**

The Board next considered the Attorney's Report. In connection therewith, Mr. Creed reminded the Board that the District received correspondence from Cypress Hill Municipal Utility District No. 1 ("Cypress Hill") requesting a contribution from the District to assist with funding construction of a new building and parking area to be utilized by HCCO. He reviewed the proposed site plan with the Board, as well as the information previously requested by the Board pertaining to a list of other parties who had been sent the same request and use of this facility by the District's contract deputies. Following discussion, the Board requested additional information related to which of these other entities will contribute to the project and the amount(s) contributed. The Board deferred taking action pending receipt of such information. Mr. Creed advised he will request this information from Cypress Hill.

Mr. Creed next provided the Board with an update concerning the Agreement with Harris County Emergency Services District No. 21 concerning allocated parking areas at the Water Plant No. 2 site.

### **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 J**. Mr. West advised that Touchstone prepared a list of recent District accomplishments and noted that they have been posted on the website, as requested by the Board at a previous meeting. 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.

Mr. Barr advised that the high usage water meters have been replaced, and that this item can be removed from future agendas.

A discussion ensued regarding the Board's May meeting. Following discussion, the Board concurred that the meeting be scheduled for May 19, 2025, due to the Memorial Day holiday.

### **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	Resolution Authorizing an Additional Penalty on Delinquent Real Property Taxes
Exhibit E	Operations and Maintenance Report
Exhibit F	Rate Order
Exhibit G	Engineer's Report
Exhibit H	Security Report
Exhibit I	Report provided by Storm Water Solutions, L.P.
Exhibit J	Communications Meeting Report