

## **NORTHWEST HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 5**

Minutes of Meeting of Board of Directors

August 20, 2020

The Board of Directors (“Board”) of Northwest Harris County Municipal Utility District No. 5 (“District”) met at 14701 Spring Cypress Road, Cypress, Harris County, Texas, on August 20, 2020, in accordance with the duly posted notice of the meeting, with a quorum of directors present as follows:

Jeff P. Collins, President  
Larry L. Milberger, Vice President  
James Adams, Secretary  
Charles Fischer, Treasurer  
Bruce Gallun, Director

and the following absent:

None.

Also present were Ms. Julie Peak of Masterson Advisors, Ms. Keli Schroeder and Mr. Nelson Gaez of Brown & Gay Engineers, Ms. Kayla Crigger of Municipal Accounts & Consulting, Ms. Katie Golzarri of Clark Condon, Mr. Ken Love and Mr. Austin Muse of Municipal District Services, LCC, Mr. Todd Johnson and Mr. Jesse Carrasco of Caldwell Companies, Mr. Michael Kaska of KB Home, Mr. Dane Plumbley of Lennar, and Mr. James D. Bonham, attorney for the District.

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

1. The Board considered the minutes of the meeting of July 16, 2020, and upon motion duly made, seconded and unanimously carried, the Board approved the minutes as presented.

2. The Board recognized Ms. Katie Golzarri who reported on the status of acquisition of easements for the trail project and construction of Phase 1. The Board approved Change Order No. 1 and Pay Estimate No. 2 to the Texas Wall contract, and Ms. Golzarri reported on the status of plans for Phase 2 of the trail project.

3. The Board reviewed the attached bookkeeper’s report, including the invoices reflected thereon and a schedule of District investments. The Board also reviewed a schedule of deposit refunds paid by check executed by the bookkeeper pursuant to the Board’s authorization. The Board also reviewed the general fund comparison of actual versus budgeted revenues and expenditure for the fiscal year ending July 31, 2021. After review and discussion, upon unanimous vote, the Board approved the bookkeeper’s report and the checks listed thereon.

4. The Board then reviewed the operator’s report reflecting 21 taps during the previous month bringing the total connections in the District to 7,563. The Board reviewed

the billing and collections summary and the operation of the water plants and the sewer treatment plants. It appeared that 97.6% of the water pumped during the previous month had been accounted for, and the report reflected no waste discharge permit violations during the reporting period. The Board discussed repairs and maintenance to the District's facilities since the last Board meeting. The Board discussed the results of the water valve survey and authorized the operator to proceed with the recommended repairs. The Board also discussed a request for access across District property to a residence on Sedgefield Creek Trace for the purpose of constructing a swimming pool. It was reported to the Board that the access would require the permission of Northpointe WCID and it was agreed that the matter be considered further if Northpointe grants access. After discussion by the Board, upon unanimous vote, the Board approved the operator's report.

5. The attorney for the District then advised that based on information provided by the Harris County Tax Assessor's Office, the District's 2019 taxes are 99.29% collected.

6. The Board then recognized Ms. Keli Schroeder who presented the engineer's report. The engineer reported that the SCADA system improvements are complete and operational and reported on continued analysis of the District's water system to improve pressure. Ms. Schroeder reported that the engineer is pricing the repairs for the Valencia Pines retaining wall remediation and submitted a proposal for engineering on the Phase 2 trail, which was accepted by the Board. The Board then considered a request for annexation of 28 acre tract to be acquired by Caldwell Companies, and it appeared that the property would not be subdivided but would be platted as one property with a master water meter. The Board agreed to proceed with the annexation and service with the understanding that there would be no reimbursable utility costs. The Board then discussed the request from the Forest Creek Farms Homeowners Association to participate in the cost of the trail project around the detention pond. The Board discussed the need for a bond application including park bonds and agreed that the sidewalk along Telge be extended to allow access to the trail system by the Forest Creek Farms homeowners. Director Gallun agreed to report to the homeowners association. After further discussion, upon unanimous vote, the engineer's report was approved by the Board.

7. The Board then considered an application to the Texas Commission on Environmental Quality for the issuance of bonds, and upon unanimous vote, the application was approved by the Board.

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

  
Secretary