

MINUTES OF SPECIAL MEETING
NORTHAMPTON MUNICIPAL UTILITY DISTRICT
HARRIS COUNTY, TEXAS

April 1, 2019

THE STATE OF TEXAS §
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COUNTY OF HARRIS §

The Board of Directors (the "Board") of Northampton Municipal Utility District (the "District") of Harris County, Texas, met in special session, open to the public, at 7:00 p.m., on the 1st day of April 2019, at the regular meeting place thereof, the Northampton Center, 6012 Root Road, Spring, Texas, within the boundaries of the District, and the roll was called of the duly constituted officers and members of the Board, to-wit:

E. C. Thomas	President
W. Paul Schneider	1st Vice President
Ryan Bennett	2nd Vice President
Scott Kirkpatrick	Secretary
Roger A. Flood III	Treasurer/Investment Officer

All members of the Board were present, except Director Bennett, thus constituting a quorum.

Also present were Mr. Jim Sheffield, the District's General Manager; Mrs. Lisa June and Mr. Tim Raebig, employees of the District; Mr. Robb Clark of Hays Utility South Corporation, the District's Operator; and Mrs. Kristin Jarzombek and Ms. Debra Ludlow, residents of the District.

WHEREUPON, following a notation that notices of the meeting had been duly posted in accordance with law, copies of which are attached hereto as exhibits, the meeting was called to order.

PUBLIC COMMENTS

There were no public comments.

DISCUSSION OF OFFSITE BACKUP FOR COMPUTERS

Mr. Tim Raebig discussed the computer network system and operations which were currently in place at the District's office. He stated that computer files were currently backed up locally. A discussion ensued concerning offsite backup. Mr. Raebig stated he would investigate options for offsite backup systems.

Mrs. Lisa June stated the access card system and related data currently resides on a local computer in the office. Mr. Sheffield said he would be discussing upgrades to the current card system under the General Manager's Report.

TRANSMITTAL OF SENSITIVE ITEMS

Mr. Raebig discussed various ways to send emails and attachments containing sensitive information using a public key encryption. He noted that information transmitted via email from the District's bookkeeper and possibly from other District consultants contains potentially sensitive information. He said he would present a plan to the Board at the May 6, 2019 meeting for encrypting emails and attachments.

GENERAL MANAGER'S REPORT

Mr. Jim Sheffield stated that widening of the trails around the Northcrest Pond was complete and the outside edges of the trail that were dug up would be hydro-seeded. He stated the leak at the new pond extension and fountain had been repaired and the wet areas around the pond had begun to dry up. Director Thomas discussed ideas for benches along the new portion of the trail that dead-ends near the waterfall.

Mr. Sheffield stated that turnout for the Homeowners Association ("HOA") First Annual Fishing tournament was excellent and the weather was beautiful. Mrs. Jarzombek stated she had spoken with the HOA President and he was extremely pleased with the event and expressed gratitude for the District's support during the event.

Mr. Sheffield stated he had received a proposal from Gordon Safe and Lock to upgrade the card access system at the Northcrest facilities, including the new restrooms, pool, and tennis court access. He said Gordon Safe and Lock would be able to complete the project before opening date of the swimming pools. Additionally, he said the card access system would include new "cloud-based" software which would address sensitive information currently being stored on the local server in the District office.

APPROVE MINUTES

Minutes of the meeting of the Board of Directors held on March 18, 2019 were presented for review and approval. Upon a motion duly made and seconded, the Board voted unanimously to approve the minutes as amended.

WATER REUSE PROJECT FOR WILLOW CREEK GOLF CLUB

Mr. Sheffield stated he met with Mr. Don Harris and Mr. David James concerning the possibility of supplying effluent water from the Wastewater Treatment Plant to irrigate the golf course. He said the project would be funded by Willow Creek Golf Club, and the wastewater quality would need to be converted from Type II effluent to Type I effluent. Mr. Sheffield said he asked the golf club to present a proposal to the Board for the project. A discussion was had about possible water credits the District might earn if the project was implemented. Mr. Sheffield stated he would investigate how water credits apply to water reuse projects.

PURCHASE OF LOTS ON CREEKVIEW FOR WILLOW CREEK LIFT STATION

Mr. Sheffield stated he did not have additional information other than he had received an email from the homeowner stating the homeowner had received the letter sent by Mr. Sheffield concerning the possibility of obtaining the property for a new Lift Station.

MUD PROPERTY VANDALISM

Mr. Sheffield discussed the vandalism at the new restrooms at Northcrest. He stated the estimated damage was between \$300 and \$400. He said he planned to install wrought iron gates with mag-locks and card access on the North and South ends of the breezeway.

Concerning the vandalism at the new restrooms, Director Kirkpatrick discussed both the possibility of criminal and civil charges in any subsequent vandalism incidents. The Directors discussed the possibility of additional signage relating to trespassing after a certain hour in the evenings. Mr. Sheffield stated that in most of the previous vandalism incidents within the District, the Harris County District Attorney's office had been unwilling to prosecute these types of cases. Upon a motion duly made and seconded, the Board voted unanimously to authorize Mr. Sheffield to pursue reparations for vandalism through the use of criminal or civil courts, including Harris County Small Claims Court.

OTHER MATTERS

Mr. Robb Clark discussed sewer backup issues encountered by Mr. Rick Wright, a resident at 6311 Meadowtrace Drive. He presented the board with a statement of Mr. Wright's incurred expenses in an attempt to solve the issue himself. He said that, originally, the homeowner believed the backup to be in the sewer line between the tap and his residence. It was discovered, however, that the problem was due to an inadvertent downsizing of the sewer at the tap which resulted from some of the material from the slip lining clogging the line at the tap. The board agreed to reimburse the resident for his expenses and ratify their decision at the next Board meeting.

Lisa June informed the Directors she was exploring options to receive credit card payments for rental fees and deposits along with recreational fee payments. She said one possible provider for credit card processing would be Payment Depot at a cost of \$79.00 monthly plus \$0.10 per transaction with no long-term contract. Director Schneider asked that Mrs. June bring more information to the next recreational meeting, including an estimate of the recreation and rental fees collected annually.

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




Secretary, Board of Directors