

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

June 17, 2019

THE STATE OF TEXAS     §  
  §  
COUNTY OF HARRIS     §

The Board of Directors (the "Board") of Northampton Municipal Utility District (the "District") of Harris County, Texas, met in regular session, open to the public, at 7:00 p.m., on the 17<sup>th</sup> day of June, 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, thus constituting a quorum.

Also present were Ms. Debra Loggins of L&S District Services, LLC, the District's Bookkeeper; Ms. Esther Flores of Tax Tech, Inc., the District's Tax Assessor/Collector; Mr. Robb Clark, Ms. Michelle Blevins, and Mr. Rich Rankin of Hays Utility South Corporation, the District's Operator; Mr. Jim Sheffield, the District's General Manager; Mrs. Lisa June, an employee of the District; Mr. Joshua Lee, P.E. of Jones & Carter, Inc., the District's Engineer; Mr. Daniel Pereyra of Environmental Allies, the District's Mowing/Detention Contractor; and Mr. John R. Wallace of Bacon & Wallace, L.L.P., the District's Attorney.

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. At this time, the pledge of allegiance and an invocation was led by Director Thomas.

COMMENTS FROM THE PUBLIC

There were no comments from the public.

APPROVE MINUTES

The minutes of the meeting of the Board of Directors held on June 3, 2019 were presented for review and approval. Upon a motion duly made and seconded, the Board voted unanimously to approve the minutes as amended. The Certified Agenda of Executive Session of the Board of Directors held on May 20, 2019 was presented for review and approval. Upon a motion duly made and seconded, the Board voted unanimously to approve the Certified Agenda of Executive Session as presented. The Certified Agenda of Executive Session of the Board of Directors held on June 3, 2019 was presented for review and approval. Upon a motion duly

made and seconded, the Board voted unanimously to approve the Certified Agenda of Executive Session as amended.

### TAX ASSESSOR/COLLECTOR'S REPORT

Esther Flores presented the Tax Assessor/Collector's Report for May 2019, a copy of which is attached hereto as an exhibit. She reported the District had collected 96.35% of the District's 2018 tax levy as of May 31, 2019. She reported total taxes receivable in the amount of \$206,828.28. Ms. Flores stated delinquent tax statements regarding the 20% penalty to be assessed July 1, 2019 had been sent to delinquent taxpayers of the District. She stated litigation refunds would require some funds be returned to the Tax Account from the Operating Account.

Upon motion duly made and seconded, the Board voted unanimously to approve the Tax Assessor/Collector's Report as presented, including payment of the listed checks from the tax account.

### BOOKKEEPER'S REPORT

Debra Loggins presented the Bookkeeper's Report, a copy of which is attached hereto as an exhibit. She reviewed the fifth month of the year-to-date budget and the May 2019 Investment Report, a copy of which is attached hereto as an exhibit.

Ms. Loggins stated she would be refunding several builder deposits which are no longer active. She stated she would apply the Landmark balance to the "utility extension" deposit and would follow suit with Caldwell to the Triad Shops on Gosling deposit.

Ms. Loggins said she would compare the PowerSecure contract terms to their invoice, making sure all is in order. Mr. Sheffield stated he planned to meet with Ms. Loggins to review the budget and detention pond maintenance costs.

Upon motion duly made and seconded, the Board voted unanimously to approve the Bookkeeper's Report, Investment Report, and payment of the checks as presented.

### OPERATOR'S REPORT

Mr. Robb Clark presented the Operator's Report, a copy of which is attached hereto as an exhibit. He stated the water accountability rate for the previous month was 96% and there were no excursions at the Wastewater Treatment Plant ("WTP") in May.

Mr. Clark stated that D.R. Horton had closed on their purchase of Dovershire Place property. Mr. Clark stated that sand infiltration had damaged an impeller on a pump at the Wastewater Treatment Plant ("WTP"). He said there were other instances of sand and dirt infiltration into the sanitary sewer system.

Mr. Clark reviewed the write-off list through December 2018, a copy of which is attached hereto as an exhibit. Upon motion duly made and seconded, the Board voted unanimously to approve the write-off list as presented.

Mr. Clark stated the Operator had to isolate Hampton Creek Section 8 in order to complete the water line replacement along Gosling Rd. at Dovershire Rd. He noted there were

no complaints from residents. He stated the flushing project was still scheduled to begin June 24<sup>th</sup>. He said the valve survey was complete.

Mr. Clark discussed the design of three aeration basins at WTP No. 1. He said the plant wasn't getting a proper mixing, there was high BOD content and sludge. He proposed some repiping of headworks. Mr. Lee stated there wasn't enough flow coming into the plant and noted there were funds in the latest bond issue to make these modifications. He agreed with the recommended modifications and pricing. He said it made sense to move forward with the project. Mr. Clark stated the WTP improvement project would follow and said that higher flows would help over time. Upon motion duly made and seconded, the Board voted unanimously to authorize the operator to proceed with these modifications.

Upon motion duly made and seconded, the Board voted unanimously to approve the Operator's Report as presented and approve the write-off list.

### ENGINEER'S REPORT

Josh Lee presented the Engineer's Report, a copy of which is attached hereto as an exhibit:

#### Water Plant No. 3

Mr. Lee stated the water tank had been placed on top of the tower. He said the project was going well and should be completed by the end of 2019. He presented Pay Estimate No. 14 in the amount of \$30,000.00 to Principal Plant Services, LLC. Upon motion duly made and seconded, the Board voted unanimously to approve the pay estimate.

#### Harris County Flood Control District Repairs

Mr. Lee stated he had received an update on the ongoing repairs.

#### Landmark and Triad (Shops on Gosling) Water and Sewer Line Extensions (District Project)

Mr. Lee stated all lines were in except the sewer line across W. Rayford Rd. He presented Change Order No. 1 from Blazey Construction Services, LLC as a contract price reduction in the amount of \$16,344. Upon motion duly made and seconded, the Board voted unanimously to approve the change order.

#### WTP Improvements Project

Mr. Lee stated a site inspection was performed at the WTP and he needed to review the scope of the project and prepare a cost estimate.

#### Defined Area Bond Application

Mr. Lee stated the Engineer expected to have a draft out for review in July 2019 and expected to close on the bond issue by end of year.

## Hampton Creek Ponds

Mr. Lee stated the Phase III Pond (larger trail) was not yet ready for conveyance. He stated that the Phase IV Pond (Restricted Reserve B) was ready, as all items had been addressed. He said Jones & Carter Engineering would provide a budget for this pond. The Board determined it wanted to tour the pond and Jim Sheffield would coordinate the tour.

## Cypressbrook Development

Mr. Lee stated the closing on the property was still pending.

Upon motion duly made and seconded, the Board voted unanimously to approve the Engineer's Report as presented.

## NORTHCREST LIFT STATION

Mr. Sheffield stated he wanted more discussion regarding proposals for replacement of the electrical control panel and pumps. Director Kirkpatrick said he had also reviewed the proposals and was uncertain as to why the Board proposed to spend \$47,000 on this project. Mr. Lee said the pumps would be upgraded to 3 phase. He said problems stem from one pump having to be replaced. He said the lift station was working well and he wanted to see a service history.

Director Thomas stated the issue goes back to the time when Pat Hogan was the District's engineer and there were problems with phase converters. Mr. Clark agreed to look at maintenance records and continue to monitor how the lift station performs. Director Kirkpatrick stated these repairs could be included in a future budget as there was no rush on this project. The board disagreed with Mr. Clark's recommendation and voted not to take any further action.

## CREEKVIEW LAND ACQUISITION FOR LIFT STATION

Mr. Wallace reviewed the status of discussions with the property owner over price. The Board determined Mr. George was authorized to offer \$57,000 for the property with no restrictions as to landscaping or screening. The Board authorized Mr. Wallace and Mr. George to proceed with the offer and contract.

## ATTORNEY'S REPORT

### Standards for New Development

Mr. Wallace presented an Amended Resolution Establishing Standards for New Development. Upon motion duly made and seconded, the Board voted unanimously to approve the amended resolution.

### Letter to ClubCorp.

Mr. Wallace informed the Board that he had sent a letter to ClubCorp. regarding the water re-use project at Willow Creek Golf Club. A copy of the letter is attached hereto as an exhibit. Mr. Wallace said there had been no response yet.

GENERAL MANAGER'S REPORT

Mr. Sheffield reported there had been another case of vandalism at Inway. He said that makes seven cases in two months. He said Precinct 4 Constables plan to make an arrest tomorrow. He stated he would check to see if it was possible to get security camera feeds on cell phones.



  
Secretary, Board of Directors