

NORTHWEST PARK MUNICIPAL UTILITY DISTRICT

Minutes of Directors Meeting

May 19, 2010

The board of Directors for Northwest Park Municipal Utility District met at the Northwest Park MUD Operations Building at 6819 Deer Ridge, Houston, Harris County, Texas, on May 19, 2010 in accordance with duly posted notice of said meeting, with a quorum of members present as follows:

Dennis Duckett	President
Dois Sutton	Vice President
Denton Bryant	Investment Officer
Robert McCharen	Secretary
Sherri Lee	Director

Also in attendance were: Kimberly Hempel (Operator – Water District Services), Olivia Rocha (Bookkeeper - Municipal Accts & Consulting), Sara Ahlschlager (Tax Assessor - Wheeler & Assoc.), Robert Atkinson, (Engineer – Edminster, Hinshaw, Russ & Assoc.), Tomika Harris (Blue Creek Ranch HOA), Michael Broussard (Opponent), Mark Brooks (Attorney – Young & Brooks Attorneys at Law), Julia Durham (Recording Secretary - NW Park)

MINUTES

Minutes for the April 21, 2010 meeting were distributed and read. A motion to accept the minutes was made by Director Lee and seconded by Director McCharen. Motion carried.

CANVAS ELECTION RETURNS

Pursuant to Texas Election Code Section 67.003, it was announced that one purpose of the meeting was to canvass the returns of the directors election held May 8, 2010. The election returns and all other election instruments were examined and canvassed by the board and found to be correct, legal and regular in all respects. Accordingly, it was duly moved, seconded and unanimously carried that Robert McCharen and Michael Broussard be declared duly elected directors of the District at said election, each to serve for four (4) years or until his or her successor is elected or appointed and qualified. Board president Duckett was authorized to issue Certificates of Election to the successful candidates.

OFFICER ELECTIONS

The following officer elections were made:

- President - Dennis Duckett
- Vice President - Dois Sutton
- Secretary - Bob McCharen
- Investment Officer - Mark Burton and Gia Lewis - Municipal Accts & Consulting) and Sherri Lee will be the liaison.
- Assistant Secretary - Mike Broussard

A motion was made by Director Duckett, seconded by Director Sutton and was unanimously carried.

TAX ASSESSOR REPORT

The Tax Assessor's report was distributed and read. A motion to accept the Tax Assessor's report was made by Director McCharen and seconded by Director Lee. Motion carried.

BOOKKEEPER REPORT

The Bookkeeper's report was distributed and read. The motion to accept the bookkeeper's report was made by Director McCharen and seconded by Director Sutton. Motion carried.

ENGINEER REPORT

The Engineer's report was distributed and read. A motion to accept the Engineer's report was made by Director Sutton and seconded by Director McCharen. Motion carried.

The Engineer submitted pay request number 3 from Coker Pipeline Rehab in the amount of \$50,338.80 for their work on the sanitary sewer rehabilitation in Northwest Park, section 10. A motion was made by Director McCharen to pay the requests and seconded by Director Sutton. Motion carried.

A motion was made by Director Duckett for the Engineer to proceed forward regarding the Northwest Park Subdivision Flood Investigation. The engineer informed the board that Harris County Public Infrastructure Dept. is requiring the District to maintain the easement and storm sewer pipe between the lots. They are also requesting a plaque be set into the proposed inlet with a contact number for emergencies. The motion was seconded by Director Lee who proposed that the Gardens of the residents be replanted when all the work is complete. The motion carried unanimously.

The Engineer submitted pay request numbers 2 & 3 from Long & Son, Inc. in the amounts of \$371,790.00 and 253,341.00 for their work on the Deer Ridge Water Plant and told the board the estimated date of completion will be November 24, 2010. A motion was made by Director McCharen to pay the requests and seconded by Director Sutton. Motion carried.

The Engineer submitted pay request number 4 for \$135,975.65 from McDonald Electric for their work at the Standpipe and Goldleaf Water Plant. The motion was made by Director Sutton and seconded by Director Duckett. Motion carried.

The Engineer submitted a maintenance proposal form Cummins Southern Plains for the lift station and water plant generators. After a brief discussion the board asked the Engineer to contact Cummins Southern Plains to have them redo their submitted proposal. They agreed to the \$300.00 charge if there is any change to the language in the proposal. The motion was made by Director McCharen and seconded by Director Lee. The motion carried.

OPERATOR REPORT

The Operator's report was distributed and read. A motion to accept the Operator's report was made by Director Sutton and seconded by Director Duckett. Motion carried

The Operator informed the board that she would look at what is on file regarding Ms. Nguyen who does not want to pay a \$95.00 reconnect fee and report back to the board.

A motion was made to replace meters every 15 years by Director Sutton. The motion was seconded by Director McCharen and the motion carried. The board also asked the Operator to look at modifying the language in the Water Conservation Plan and report back to the board.

The Operator informed the board of the condition of the gates at Goldleaf, Standpipe and Antoine. A motion was made by Director Duckett and seconded by Director Sutton to authorize Meridian Fence to repair the gates along with the fences. Motion carried.

The board made a motion to the Operator to mail out the information on conservation with the next billing. The motion was made by Director McCharen and seconded by Director Broussard. Motion carried.

OTHER BUSINESS

The board discussed and agreed to enter into a Merchant Agreement with N.P.C. Texas Network for the electronic payment option on the website. The motion was made by Director Duckett and seconded by Director McCharen. The motion carried.

The board approved GE Security to start work at the Goldleaf Well area. The motion was made by Director Sutton and seconded by Director Broussard. The motion carried.

There being no further business to come before the board a motion was made by Director Duckett and seconded by Director Lee to adjourn the meeting. Motion carried.

Director McCharen - Secretary Northwest Park MUD