

# **NORTHWEST PARK MUNICIPAL UTILITY DISTRICT**

## **Minutes of Directors Meeting**

**June 15, 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 June 15, 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
Robert McCharen	Secretary
Sherri Lee	Investment Office - Liaison
Michael Broussard	Asst. Secretary

Also in attendance were: Kimberly Hempel (Operator – Water District Services), Olivia Rocha (Bookkeeper - Municipal Accts & Consulting), Sara Ahlschlager (Tax Assessor - Wheeler & Assoc.), Jared Bowlin, (Engineer – Edminster, Hinshaw, Russ & Assoc.), Mark Brooks (Attorney – Young & Brooks Attorneys at Law), Julia Durham (Recording Secretary - NW Park)

### **MINUTES**

Minutes for May 19, 2010, April 16, 2010, March 24, 2010, November 4, 2009, August 12, 2009 meetings, were distributed and read. A motion to accept the minutes was made by Director Duckett and seconded by Director Sutton. Motion 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 Broussard. Motion carried.

### **BOOKKEEPER REPORT**

The Bookkeeper's report was distributed and read. The Bookkeeper informed the board that a CD at IBC Bank in the amount of \$240,000. will be maturing on 06/15/2010 and advised the board to move \$100,000. to the money market account and reinvesting the remaining \$140,000.00. After a brief discussion the board unanimously agreed. A motion to accept the bookkeeper's report was made by Director Sutton and seconded by Director McCharen. Motion carried.

### **ENGINEER REPORT**

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

The Engineer informed the board that bids were received on the Northwest Park, Section One Sanitary Sewer Rehab. The board discussed each of the bidders and agreed to awarded a contract to Clean Serve, Inc. for \$37,823.85. The motion was made by Director Duckett and seconded by Director McCharen. Motion carried

The Engineer submitted pay request number 4 and final from Coker Pipeline Rehab in the amount of \$37,459.06 for their work on the sanitary sewer rehabilitation in Northwest Park, Section 10. A motion was made by Director Duckett to pay the requests and seconded by Director McCharen. Motion carried.

The Engineer submitted pay request numbers 4 from Long & Son, Inc. in the amounts of \$62,460.00 for their work on proposed well and emergency project at the Deer Ridge Water Plant. A motion was made by Director McCharen to pay the requests and seconded by Director Lee. Motion carried.

## **ENGINEER REPORT**

The Engineer submitted pay request number 5 for \$37,329.21 from McDonald Electric for the water plant improvements work being done at the Standpipe and Goldleaf Water Plant. The motion was made by Director Lee and seconded by Director McCharen. Motion carried.

The Engineer informed the board of letter submitted by Walmart requesting that their capacity reservations be renewed. After a brief discussion a motion was made by the board to renew the capacity agreement with Walmart. The motion was made by Director Duckett and seconded by Director McCharen. The motion carried.

## **OPERATOR REPORT**

The Operator's report was distributed and read. The Operator informed the board that she looked at the file regarding Ms. Nguyen at 6818 Feathercreek. Ms. Nguyen is appealing the recon/reset fee of \$95.00 and her bill for \$45.46 for unauthorized usage. The board discussed the issue and agreed to waive Ms. Nguyen's bill for \$45.46 but informed the Operator Ms. Nguyen will be responsible for the reset fee of \$95.00. The motion was made by Director Sutton and seconded by Director Lee. The motion carried.

The Operator informed the board that the Antoine Well pump and motor are bad. A motion was made by Director Duckett to have Bussell and Sons Waterwell Svcs. repair the pump and motor. The motion was seconded by Director Sutton Motion carried.

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

## **OTHER BUSINESS**

The board discussed and agreed to place website updates on the item agenda. The motion was made by Director McCharen and seconded by Director Lee. The motion carried.

The board considered and approved an extension of a preconstruction agreement for Northwest Park Colony with MHI. The motion was made by Director Duckett and seconded by Director Broussard. The motion carried.

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

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Director McCharen - Secretary Northwest Park MUD