

NORTHWEST PARK MUNICIPAL UTILITY DISTRICT

Minutes of Directors Meeting

September 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 September 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 - Absent
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), JoAnn Ramos (Tax Assessor - Utility Tax Services, LLC) Jared Bowlin, (Engineer – Edminster, Hinshaw, Russ & Assoc.), Cliff Kavanaugh (Financial Advisor - First Southwest Co.), Mark Brooks (Attorney – Young & Brooks Attorneys at Law), Julia Durham (Recording Secretary - NW Park)

MINUTES

Minutes for August 18, 2010 meeting was distributed and read. A motion to accept the minutes was made by Director Duckett and seconded by Director McCharen. Motion carried.

TAX ASSESSOR REPORT

The Tax Assessor's report was distributed and read. The board signed the Authorization For Publication of 2010 Tax Rate. after a brief discussion with the Financial Advisor. The tax rate will be posted in the Houston Chronicle. The 2010 tax rate is \$0.50, \$0.35 debt service and \$0.15 maintenance and operating.

The tax assessor informed the board that a rendition penalty was not previously billed and that they would be given 21 days with no penalty and interest.

The Tax Assessor also had the board sign a new credit card agreements and a wire transfer agreement with Sterling Bank. A motion to accept the tax report was made by Dennis Duckett and seconded by Bob McCharen. Motion carried.

BOOKKEEPER REPORT

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

ENGINEER REPORT

The Engineer's report was distributed and read.

The Engineer submitted pay request number 3 from Kenmore Electric in the amount of \$19,318.30 for their work on the Sanitary Lift Station Improvements and Emergency Standby Power project. The engineer also asked the board to Execute a Certificate of Acceptance to Kenmore Electric. Director McCharen made the motion to pay the requests and execute the certificate and the motion was seconded by Director Duckett. Motion carried.

ENGINEER REPORT cont.

The Engineer informed the board that change order number 3 is ready for execution and the amount will be \$20,600.00 for the work being done at the Control Building at the Deer Ridge Water Plant. Director Broussard made the motion to accept the change order and Director McCharen seconded it. Motion carried.

The board authorized up to \$25,000.00 to Menade, Inc. for work to be done to the outfall on Redding Springs in the Northwest Park Subdivision. Director Duckett made the motion and Director McCharen seconded it. Motion carried.

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

OPERATOR REPORT

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

WEBSITE

Director McCharen asked the board's approval to update the website with replacing the August 2010 agenda with the September 2010 agenda, and posting the minutes for the August 18, 2010, and posting the publication of the tax rate for 2010. Director Duckett made the motion to submit the listed reports and Director Lee seconded it. Motion carried.

OTHER BUSINESS

The board discussed the issue of subdivision security and Director Broussard informed the board that he is working with the homeowner associations on setting up a meeting in October.

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

Director McCharen - Secretary Northwest Park MUD