

NORTHWEST PARK MUNICIPAL UTILITY DISTRICT

Minutes of Directors Meeting

October 19, 2011

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 October 19, 2011 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, (Operators – Water District Services), Darrell Hawthorne (Bookkeeper - Municipal Accts & Consulting), JoAnn Ramos (Tax Assessor - Utility Tax Services, LLC), Jared Bowlin, (Engineer – Edminster, Hinshaw, Russ & Assoc.), Mark Brooks (Attorney – Young & Brooks, Attorneys at Law), Julia Durham (Recording Secretary - NW Park), Yolanda Fotenot (Northwest Park Place HOA), Dennis Tiff (Champions Hydro-Lawn)

MINUTES

Minutes for September 21, 2011 meeting were distributed and read. A motion to accept the minutes was made by Director Broussard and seconded by Director Sutton. Motion carried.

PUBLIC HEARING/ADOPT TAX RATE

Board President Duckett announced that one purpose of this board meeting is to conduct a public hearing on the District's proposed tax rate for 2011. The board noted that the District Tax Assessor has published the required notice for the public hearing and that the public hearing is also noted on the agenda for this board meeting. The board reviewed discussions at the previous meeting leading to the proposed tax rate as reflected in the published notice. President Duckett then declared the public hearing open and invited questions and comments from the public. There being no further comments from the public, the public hearing was closed.

The board then considered the attached Order Establishing Ad Valorem Tax Rate for 2011, which was reviewed by the board, passed, and adopted upon motion duly made, seconded and unanimously carried. The board was also presented with an Amendment to District Information Form reflecting the new tax rate, which was reviewed and approved upon motion duly made, seconded, and unanimously carried. The directors present were authorized to execute the Amendment to District Information Form.

TAX ASSESSOR REPORT

The Tax Assessor's report was distributed and read. A motion to accept the Tax Assessor's was made by Director Lee and seconded by Director 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 requests number three in the amount of \$157,657.34 from A & A Cable Contractors, Inc. for their work at Northwest Park, Section One, Sanitary Sewer Rehabilitation project. The board agreed to the request with a motion from Director McCharen and a second from Director Sutton. Motion carried.

The Engineer asked for the Board's authorization to write a letter of no objection to Murphy Gas Station. Director Sutton made the motion for the authorization and Director Duckett seconded it. The motion carried.

The Engineer submitted a pay request from E.L. Harris for \$8,800.00 for their work at the Fallbrook slope paving project. Director Duckett approved the pay request in the motion made and Director Broussard seconded it. Motion carried.

The board asked the Engineer to meet with C & S Construction regarding drainage issues at the site for the playground in Northwest Park Place. Director Sutton made the motion and Director Broussard seconded it. Motion carried.

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

OPERATOR REPORT

The Operator's report was distributed and read. The Operator asked the Board to set up a maintenance agreement with Southern Plains for generator maintenance. The board discussed the matter and agreed to set up the maintenance agreement. Director Sutton made the motion and Director Duckett seconded it. The Motion carried.

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

WEBSITE

The Board gave Director McCharen approval to update the website with replacing the September 2011 agenda with the October 2011 agenda, posting the minutes for September, 2011 and posting the tax rate for 2011. Director Sutton made the motion to submit the listed reports and Director Lee seconded it. Motion carried.

OTHER

The Board adopted the Resolution to Continue Taxation of Goods in Transit Pursuant to Texas Tax Code, Section 11.253. Director Duckett made the motion to adopt the resolution and Director Lee seconded it. Motion carried.

The Board signed the Order Authorizing Filing of Application of Texas Commission on Environmental Quality. Director Duckett made the motion to sign the order and Director McCharen seconded it. Motion carried.

Dennis Tiff of Champion's Hydro-Lawn presented a Detention and Drainage Facilities Report to the board. The report stated that no issues needed to be taken care of.

The Board agreed to appoint Director Lee in charge of the Ad hoc committee pertaining to parks and schools. Director Duckett made the motion and Director Sutton seconded it.

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

Director McCharen - Secretary Northwest Park MUD