

# **NORTHWEST PARK MUNICIPAL UTILITY DISTRICT**

## **Minutes of Directors Meeting**

**May 18, 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 May 18, 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), Tanuku Terrell - (Resident)

### **MINUTES**

Minutes for April 20, 2011 meeting were 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 Tax Assessor informed the board that Arthur Paul of 6639 Canyon Way Dr. has asked for a payment plan. After a brief discussion, the board approved granting Mr. Paul an eighteenth month payment plan pending that the new taxes be paid currently. The motion was made by Director Duckett and seconded by Director Sutton Motion carried.

### **BOOKKEEPER REPORT**

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

### **ENGINEER REPORT**

The Engineer's report was distributed and read. The Board granted a construction project to A & A Cable Contractors for their bid of \$618,533.50 for Northwest Park Section One Sanitary Sewer Rehabilitation Project. The motion was made by Director Sutton and seconded by Director McCharen. Motion carried.

The Engineer submitted a change order for \$10,520.00 for additional items being requested by Harris County at Smiling Wood Lane. Approximately 2000' of silt needs to be removed from the existing outfall/storm sewer system and the Board asked the engineer to rebid this project. The motion was made by Director Duckett and seconded by Director McCharen. Motion carried.

The Board approved the recommendation to award a construction contract to C.E Baker for their bid of \$92,627.27 for water distribution and sanitary sewer collection at the North West Business Park. Director Sutton made the motion and director Duckett seconded it. Motion carried.

The Engineer informed the board that Harris County is requesting Northwest Park MUD's participation in addressing the steep slopes along Fallbrook Dr. The Board agreed to the participation and the motion was made by Director Duckett and Director Sutton seconded it. The motion carried.

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

## **OPERATOR REPORT**

The Operator informed the board that they have replaced 240 meters since 4-20-11. The board agreed this was a good pace and asked to be informed of the progress. The operator also informed the board of Mr. Tanuke Terrell, 10934 Allison Bend who has a balance of \$1225.61. After a brief discussion the board agreed to have Mark Brooks and the Operator handle the situation. The motion was made by Director Duckett and seconded by Director Lee. motion carried. A motion to accept the Operator's report was made by Director McCharen and seconded by Director Lee. Motion carried.

## **WEBSITE**

The board gave Director McCharen approval to update the website with replacing the April 2011 agenda with the May 2011 agenda, and posting the minutes for April, 2011. Director Lee made the motion to submit the listed reports and Director Broussard seconded it. Motion carried.

## **SECURITY**

Director Broussard informed the board that he is still in negotiations with the HOA's regarding increased security in the District.

## **RATE ORDER**

After discussion, upon motion duly made, seconded and unanimously carried, the board passed and approved the attached Resolution for Adoption of Rate Order, to modify the GRP Fee requirements.

## **OTHER**

The board discussed helping NW Park Place with their park project. During this discussion the board talked about putting the board's property on the market to cover the cost of implementing the parks and agreed to donate \$10,00.00 to each subdivision pending the possible sale of the land. A motion was made by Director McCharen and seconded by Director Sutton. Motion carried.

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