

NORTHWEST PARK MUNICIPAL UTILITY DISTRICT

Minutes of Directors Meeting

June 15, 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 June 15, 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 - Absent
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), Dennis Tiff (Champions Hydro-Lawn, Inc), Tamika Harris (Blue Creek Ranch HOA), Jarred Coulter (Capital Commercial Investments, Inc.), Ryan M. Getz P.E. (Ward, Gets & Assoc. LLP)

MINUTES

Minutes for May 18, 2011 meeting were distributed and read. A motion to accept the minutes was made by Director Duckett and seconded by Director Lee. Motion carried.

TAX ASSESSOR REPORT

The Tax Assessor's report was distributed and read.

The Tax Assessor informed the Board that Ms. Bethany Cruise of 15519 Hansen Creek Dr. had asked for a payment plan. After a brief discussion, the Board approved granting Ms. Cruise a four month payment plan with 50% down and \$135.00 month. A motion was made by Director Lee 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 Duckett and seconded by Director Lee. Motion carried.

ENGINEER REPORT

The Engineer's report was distributed and read. The Board awarded a construction contract to Terbo Construction, L.P. for their bid of \$107,826.00 for drainage improvements at Redding Springs Lane and Port Angeles Dr. The motion was made by Director Duckett and seconded by Director Broussard. Motion carried.

The Board awarded a contract for landscape improvements at Redding Springs Lane and Port Angeles Dr. to Price Wagener Services for their bid of \$18,275.00. The motion was made by Director Duckett and seconded by Director Sutton. Motion carried.

The Engineer informed the Board that a leak had been detected near the manway of one of the ground storage tanks and that several of the valves needed to be replaced at the Deer Ridge Water Plant. The Engineer informed the Board that Long & Son did not want to do this work. The Board instructed the Engineer to look into this problem and report back to the Board.

The Engineer submitted two invoices, 11-4087 for \$1,302.00 and 11-5124 for \$436.00 from Tolunay-Wong Engineers, Inc. for construction materials testing. A motion was made to approve the pay requests by Director Duckett and it was seconded by Director Sutton. Motion carried.

ENGINEER REPORT Cont.

The Board authorized Preventive Services to inspect the ground storage tanks at the Deer Ridge Water Plant. The motion was made by Director Sutton and seconded by Director Duckett. Motion carried.

The Engineer submitted pay request number one from E.L. Harris for \$52,461.00 for their work in the storm sewer pipe at Smiling Wood Lane. The motion to approve the pay request was made by Director Duckett and seconded by Director Broussard. Motion carried.

The Board asked the Engineer to look into both removal options of the 375 cubic yards of silt from the storm sewer pipe at Smiling Wood Lane and to report back at the next meeting. A proposal was submitted by AAA Flexible Pipe Cleaning Co. for on-site removal of \$24,000.00 and off-site removal of \$68,000.00. The Board discussed the possibility of on-site removal at the districts 17 acre site at Ann-Louise Rd. and Fallbrook.

The Board asked the Engineer to check on a reported sewage smell and road buckling at Cloud Swept and Heather Hill and to report back to the Board at the next meeting. The motion was made by Director Broussard and seconded by Director Lee. Motion carried.

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

OPERATOR REPORT

The Operator's report was distributed and read. The Operator informed the Board that the district had 5 broken water mains due to the dry weather.

The Board reviewed the submitted budget for 2012 and agreed to add an additional line item for special projects and asked the Operator to allocate \$60,000.00 out of the emergency repairs line item of the budget for the additional line item. The Operator was requested to make the changes and to resubmit the budget at the next meeting. This motion was made by Director Duckett and seconded by Director Broussard. The motion carried.

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

WEBSITE

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

SECURITY

Director Broussard informed the Board that a letter was sent to the HOA's stating what the district's position is regarding increased security in the District.

OTHER

Blue Creek Ranch approached the Board to discuss working with the Mud and the other districts HOA's to help with the billing on trash collection services.

Champions Hydro-Lawn, Inc.'s report was distributed and read. It was reported to the Board that in the Northwest Park Place Detention Pond, Nutria have invaded. A motion was made by Director Sutton and seconded by Director Lee to have the Nutria trapped and removed and to repair, excavate and reestablish the turf on the slope for the proposed price of \$9,995.00. 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.