

NORTHWEST PARK MUNICIPAL UTILITY DISTRICT

Minutes of Directors Meeting

September 21, 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 September 21, 2011 in accordance with duly posted notice of said meeting, with a quorum of members present as follows:

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| Dennis Duckett | President |
| Dois Sutton | Vice President |
| Robert McCharen | Secretary (Absent) |
| Sherry Lee | Investment Office - Liaison |
| Michael Broussard | Asst. Secretary |

Also in attendance were: Kimberly Hempel, Trisha Hillman (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), Anthea Moran (Financial Advisor - First Southwest Co.), Nick Ozuna, Jr. (MHI McBuyer Homebuilders, Inc.),

MINUTES

Minutes for August 17, 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 Mr. Leroy Hobson Jr. had asked for a payment plan for the \$352.00, 2010 taxes he owes. The board agreed to grant Mr. Hobson a payment plan of \$125.00 a month till paid in full. The motion was made by Director Lee and seconded by Director Sutton. Motion carried.

The board authorized the Publication of the Proposed Tax Rate , to be published in the Neighborhood News. The tax rate will be \$0.52, \$0.37 for debt service and \$0.15 for maintenance and operating. The motion was made by Director Duckett and seconded by Director Lee. Motion carried.
A motion to accept the Tax Assessor's was made by Director Lee and seconded by Director Duckett. 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 Broussard. Motion carried.

ENGINEER REPORT

The Engineer's report was distributed and read. The Engineer submitted pay requests number one in the amounts of \$5879.00 from Price Wagener Services, L.L.C. for their work on the drainage improvements. Director Duckett made the motion to accept the pay request and Director Lee seconded it, Motion carried.

The Engineer submitted pay requests number one and two, in the amounts of \$142,773.22 and \$111,706.33 from A & A Cable Contractors, Inc. for their work at Northwest Park, Section One, Sanitary Sewer Rehabilitation project. The board agreed to the requests with a motion from Director Broussard and a second from Director Duckett. Motion carried.

ENGINEER REPORT cont.

The board gave the Engineer approval to fix the raised sidewalk at 9702 Sutton Meadow Court. The motion was made by Director Sutton and seconded by Director Duckett. The motion carried.

The board gave the Engineer approval to submit Bond Issue # 14 to TCEQ once all the consultants have reviewed it. The motion was made by Director Sutton and seconded by Director Duckett. The motion carried.

The board gave the Engineer approval to send a letter of no objection to Kiwii's Taco Stand and Ice Cream Restaurant. Director Duckett made the motion and Director Lee seconded it. 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 Ms. Jessica Givs of 10114 Trade Winds asked for relief on her water bill, due to an outside leak. The board discussed the matter and agreed to waive Ms. Givs's balance of \$85.58. Director Sutton made the motion and Director Duckett seconded it. The Motion carried.

The board asked the Operator to bill McDougal Elementary School the indistrict sewer rate. The motion was made by Director Broussard and seconded by Director Duckett. 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 August 2011 agenda with the September 2011 agenda, and posting the minutes for August, 2011. Director Broussard made the motion to submit the listed reports and Director Duckett seconded it. Motion carried.

OTHER

The Board approved the Agreement for Waiver of Special Appraisal. The motion was made by Director Duckett and seconded by Director Broussard. Motion carried.

The Board agreed to give \$10,000 without restrictions to Northwest Park Place HOA to help with their park proposal. Director Duckett made the motion and Director Lee seconded it. The 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