

NORTHWEST PARK MUNICIPAL UTILITY DISTRICT

Minutes of Directors Meeting

January 18, 2012

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 January 18, 2012 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), Anthea Moran (Financial Advisor - First Southwest), Wilford Brown - Resident

MINUTES

Minutes for December 15, 2011 meeting were distributed and read. A motion to accept the minutes was made by Director Duckett and seconded by Director Broussard. Motion carried.

TAX ASSESSOR REPORT

The Tax Assessor's report was distributed and read. The board adopted the Resolution Requesting Estimate of Assessed Value as of February 1, 2012. Director Duckett made the motion to adopt the resolution and Director McCharen seconded it. A motion to accept the Tax Assessor's was made by Director McCharen and seconded by Director Broussard. Motion carried.

BOOKKEEPER REPORT

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

ENGINEER REPORT

The Engineer's report was distributed and read. The Engineer submitted pay requests number two in the amount of \$12,118.04 from Terbo Construction. for their work on the drainage improvements project. The board agreed to the request and an additional \$18,275.00 for landscaping, with a motion from Director Sutton and a second from Director Broussard. Motion carried.

The Engineer submitted an estimate of \$38,604.50 to clean and televise the next section in the sanitary sewer line rehabilitation plan in Northwest Park, Section Two. The board asked the Engineer to proceed. The motion was made by Director Broussard and seconded by Director Sutton. Motion carried.

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

OPERATOR REPORT

The Operator's report was distributed and read. The Operator presented the board with a customer appeal from a Mr. Wilford Brown at 7135 Canyon Way. He is appealing his December water bill due to leak he had repaired in his back yard. After a brief discussion, the board agreed to take \$450.00 off of Mr. Brown's water bill. The motion was made by Director Duckett and was seconded by Director McCharen. Motion carried.

The Operator presented the board with a customer appeal from a Mr. Than-Nhi Nguyen at 6403 Redding Spring. He is appealing his December water bill due to the District's contractor causing a break in his water line. After a brief discussion the board agreed to take \$34.00 off of Mr. Nguyen's water bill. The motion was made by Director Sutton and was seconded by Director Lee. Motion carried.

The board asked the Operator to add a message in the next billing, regarding paying your bill online. A motion to accept the Operator's report was made by Director Lee and seconded by Director Sutton. The motion carried.

WEBSITE

The Board gave Director McCharen approval to update the website with replacing the December 2011 agenda with the January 2011 agenda, posting the minutes for December, 2011. The board asked Director McCharen to update Young and Brooks' new address. Director Lee made the motion to submit the listed reports and Director Broussard seconded it. Motion carried.

FINANCIAL ADVISOR

Anthea Moran of First Southwest approached the Board regarding the possibility of refinancing the District's Unlimited Tax Bonds, Series 2001, 2002, 2003A. The board discussed the options and asked the Financial Advisor to begin the process. The board will hold with a special meeting in the next two weeks to decide. Director Duckett made the motion and Director McCharen seconded it. Motion carried.

INVESTMENT POLICIES

Mark W. Brooks of Young & Brooks, the attorneys for the District, explained that it is necessary to amend the District's written investment policies so that they are consistent with recent changes to the Public Funds Investment Act. Mr. Brooks has reviewed the proposed changes with the District's investment officer. After discussion, upon motion duly made, seconded and unanimously carried, the board passed and approved the attached Order Adopting Amended and Restated Policies Regarding Investments, Professional Services, and Management Information.

GENERAL ELECTION DATE

The board reviewed recent changes made to the Texas Election Code and correspondence from the Harris County Clerk recommending that the District consider changing its general election date as authorized by Senate Bill 100 enacted by the Texas Legislature in the 82nd Regular Session. After discussion, upon motion duly made, seconded and unanimously carried, the board adopted the attached Order Changing Date of General Election and Adjusting Terms of Office.

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