

NORTHWEST PARK MUNICIPAL UTILITY DISTRICT

Minutes of Directors Meeting

February 15, 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 February 15, 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 - 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), Todd Edmonds, Cody Christoph (Colliers International)

MINUTES

Minutes for January 18, 2012 meeting were distributed and read. A motion to accept the minutes was made by Director Duckett and seconded by Director Sutton. Motion carried.

Minutes for February 6, 2012 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 signed the Resolution on Residence Homestead Exemption for Persons Disabled or Age 65 and Older and agreed to keep the amount at \$30,000 non taxable. The motion was made by Director Sutton and seconded by Director Lee. Motion carried.

A motion to accept the tax report 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 Lee. Motion carried.

ENGINEER REPORT

The Engineer's report was distributed and read. The Engineer submitted pay requests number one and final, in the amount of \$54,700.00 from Neil Technical Services, for their work at the Cloud Swept Lift Station. The board agreed to the request with a motion from Director Sutton and a second from Director Broussard. Motion carried.

The Engineer asked for the Board's authorization for production of a No Objection letter for the Northwest Park Business Park. The authorization was given by a motion made by Director Duckett and seconded by Director Broussard. Motion carried.

The Engineer submitted a change order in the amount of \$4200.00 for additional work done by E.L. Harris, for the project on Smiling Wood Lane. The board agreed to the request with a motion from Director Sutton and a second from Director Broussard. Motion carried.

ENGINEER REPORT cont.

The Board asked the Engineer to check into what is clogging the screen on the well at WHCMUD 21 Water Plant and to report back to the Board. The motion was made by Director Duckett and seconded by Director Sutton. 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 Board discussed the possibility of changing the current billing to a monthly cycle. The cost of this change would be \$37,000.00. After a brief discussion, the Board decided not to change the billing cycle yet but to revisit this issue at a later date.

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

WEBSITE

The Board gave Director McCharen approval to update the website with replacing the January 2012 agenda with the February 2012 agenda, posting the minutes for January, 2012. The board also asked Director McCharen to post information on the cooperative effort to support the renewal and development of recreational facilities in the District. Director Lee made the motion to submit the listed reports and Director Sutton seconded it. Motion carried.

GENERAL ELECTION DATE

The board received a Letter of No Objection from the Department of Justice regarding the new general election dates.

OTHER

Mr. Todd Edmonds of Colliers International informed the Board that an offer of \$925,000.00 was made for the 25 acres of land, the District owns on Fallbrook. The Board discussed the offer and told Mr. Edmonds they will get back in touch.

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.

Director McCharen - Secretary Northwest Park MUD