

NORTHWEST PARK MUNICIPAL UTILITY DISTRICT

Minutes of Directors Meeting

March 21, 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 March 21, 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), Michael Arterburn (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), Than Nhi Nguyen, Stuart Moffitt, G.C. Singh (Residents)

MINUTES

Minutes for February 15, 2012 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. Mr. G.C. Singh approached the board and asked to have the penalty and interest charges from 2005 - 2009, cleared on his account. After a brief discussion the board asked the Tax Assessor to look at Mr. Singh's charges and report back to the board. Director Sutton made the motion and Director Duckett seconded it. Motion carried.

A motion to accept the tax report was made by Director Lee and seconded by Director McCharen. 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 Engineer submitted the bids for the pre-cleaning and televising in Northwest Park, Section Two, Sanitary Sewer Rehabilitation Project. After a brief discussion, the board agreed to award the contract to Cruz Tec, Inc. for their low bid of \$23,890.64. Director Duckett made the motion and Director Broussard seconded it. Motion carried.

The Engineer submitted pay requests number two and final, in the amount of \$8,329.00 from E. L. Harris for their work on Smiling Wood Lane. The board agreed to the request with a motion from Director Sutton and a second from Director Lee. Motion carried.

The Engineer submitted pay requests number one and final, in the amount of \$44,250.00 from E. L. Harris for their work on Smiling Wood Lane. The board agreed to the request with a motion from Director Duckett and a second from Director Sutton. Motion carried.

ENGINEER REPORT cont.

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

WEBSITE

The Board gave Director McCharen approval to update the website with replacing the February 2012 agenda with the March 2012 agenda, posting the minutes for February, 2012. The board also asked Director McCharen to change the contract for the Parka Beautification program, to state a time limit of twenty-four months for completion of contract. Director Lee made the motion and Director Broussard seconded it. Motion carried.

OTHER

The board considered and adopted Amend and Restated Order Establishing Rules And Regulations Regarding Sanitary And Pollution Control Of The Areas In Proximity To The District's Public Water Supply Wells. Director Duckett made the motion to adopt the regulation and Director Sutton seconded it. Motion carried.

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

Director McCharen - Secretary Northwest Park MUD