

NORTHWEST PARK MUNICIPAL UTILITY DISTRICT

Minutes of Directors Meeting

June 20, 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 June 20, 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 (Operator – 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), G.C. Singh (Tax Payor)

MINUTES

Minutes for May 16, 2012 meeting were distributed and read. A motion to accept the minutes was made by Director Sutton and seconded by Director Lee. The motion carried.

TAX ASSESSOR REPORT

The Tax Assessor's report was distributed and read. A motion to accept the tax report was made by Director Sutton and seconded by Director Duckett. The motion carried.

The Tax Assessor informed the Board that Mr. Singh of Primal Inc. does owes taxes for 2005, 2008, 2010 and 2011 plus penalties and interest. After a brief discussion it was decided that the Board would accept \$6468.12 and Mr. Singh agreed to pay this amount.

The Tax Assessor informed the Board that Ms. Barbara Keenan of 10710 Carlston Rd. has petitioned the Board for a three month installment agreement for the 2011 taxes owed on her account. After a brief discussion the Board agreed to grant Ms. Keenan the installment agreement. Director Duckett made the motion and Director Broussard seconded it. The 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 Duckett. The motion carried.

ENGINEER REPORT

The Engineer's report was distributed and read. The Engineer submitted pay requests number three and final, in the amount of \$1,248.26 from Turbo Construction, L.P. for their work on the Drainage Improvement projects on Redding Springs Lane. and Port Angeles Dr.. The board agreed to the request with a motion from Director Sutton and a second from Director Broussard. The Motion carried.

The Board asked the Engineer to check on options to not capping the well at the Deer Ridge Plant with cement and to report the findings at the next meeting. Director Sutton made the motion and Director Duckett seconded it. The motion carried.

ENGINEER REPORT cont.

The Engineer informed the Board that WHCMUD 21 is requesting a letter stating that Northwest Park MUD has funds available to cover its portion of the water plant improvements so they can move forward with their Bond Application. Director Duckett made a motion to have the letter drafted and sent and Director Sutton seconded it. The motion carried.

The Engineer informed the Board that ALDI Food Market at SH249 and Northwest Park Drive has submitted a Service Application for 5sefs connections. The Board agreed to have Mr. Mark Brooks generate a letter for requirements for capacity to ALDI Food Market. Director Sutton made the motion and Director Lee seconded it. The motion carried.

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

OPERATOR REPORT

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

The Board asked the Operator to add the amount options of \$5.00, \$10.00 and \$15.00 to the water bill for security and present the new bill for approval at the next Board meeting. Director Broussard made the motion and Director Duckett seconded it. The motion carried.

WEBSITE

The Board gave Director McCharen approval to update the website with replacing the May 2012 agenda with the June 2012 agenda, and posting the minutes for May 2012. Director Lee made the motion to accept the changes and Director Sutton seconded it. The motion carried.

OTHER

The Board reviewed the premium comparison from AquaSurance for the District's Insurance policy. After a brief discussion the Board agreed to authorize the renewal of the insurance proposal from AquaSurance. The motion was made by Director Duckett and seconded by Director Sutton. The motion carried.

The Board asked Mr. Mark Brooks to draw up a contract for Northwest Park HOA for the allotted \$10,000.00 for the Cooperative Parks Program. Director Lee made the motion and Director Duckett seconded it. The motion carried.

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

Director McCharen - Secretary Northwest Park MUD