

NORTHWEST PARK MUNICIPAL UTILITY DISTRICT

Minutes of Directors Meeting

September 19, 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 September 19, 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 (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), Christine Crowell (Financial Advisor - First Southwest)

MINUTES

Minutes for August 15, 2012 meeting were distributed and read. A motion to accept the minutes was made by Director Duckett and seconded by Director Broussard. The motion carried.

TAX ASSESSOR REPORT

The Tax Assessor's report was distributed and read. The board authorized the Publication of the Proposed Tax Rate , to be published in the Neighborhood News. The tax rate will be \$0.55, \$0.40 for debt service and \$0.15 for maintenance and operating. The motion was made by Director Duckett and seconded by Director Sutton. The motion carried. A motion to accept the tax report was made by Director McCharen and seconded by Director Duckett. 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 Lee and seconded by Director McCharen. The motion carried.

ENGINEER REPORT

The Engineer's report was distributed and read. The Engineer submitted pay request number three from Cruz Tec, Inc. for \$1,223.49 for their work in the Northwest Park, Section Two, Sanitary Sewer Rehabilitation project. The motion to approve the pay request was made by Director Sutton and seconded by Director McCharen. The motion carried.

The Engineer submitted a Construction Contract for the board to execute with TarTob Commercial Services, LLC. for the Water Valve Replacement and Booster Pump Upgrades Project. Director McCharen made the motion and Director Duckett seconded it. The motion carried.

ENGINEER REPORT cont

The Engineer informed the board that the pavement at the intersection of Misty Rivers and Feather Creek had settled. The Board asked the Engineer to continue with the investigation and allowed \$1000.00 to 1500.00 for televising the area. The motion was made by Director Broussard and seconded by Director Lee. The motion carried.

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

WEBSITE

The Board gave Director McCharen approval to update the website with replacing the August 2012 agenda with the September 2012 agenda, and posting the minutes for August 2012. The Board also agreed to post the Engineer's current Construction Project List. Director Sutton made the motion to accept the changes and Director Lee seconded it. The motion carried.

OTHER

The Board reviewed and adopted the Resolution Regarding Use of Surplus Funds Without Further TCEQ Approval.

West 21 Joint Well Rehabilitation Project	\$ 62,680.00
NW Park Section II Sanitary Sewer Rehabilitation	\$ 23,890.00
Deer Ridge Water Plant Booster Pump Modifications & Repainting	<u>\$443,500.00</u>
	\$530,070.00

The resolution was signed and the motion was made by Director McCharen and seconded by Director Sutton. The motion carried.

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. The motion carried.

Director McCharen - Secretary Northwest Park MUD