

NORTHWEST PARK MUNICIPAL UTILITY DISTRICT

Minutes of Directors Meeting

April 17, 2013

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 April 17, 2013 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: Darrell Hawthorne (Bookkeeper - Municipal Accts & Consulting), Monica Pena (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), Dr. Don Savell (Harris County Sheriff's Dept), Tamika Harris (Blue Creek Ranch HOA), Troy Sands (Technical Alloy & Industrial Gas)

MINUTES

Minutes for March 20, 2013 meeting were distributed and read. A motion to accept the minutes was made by Director Broussard and seconded by Director Sutton. 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 Broussard and seconded by Director McCharen. 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 change order number two from TarTob for the new awning for the Board's execution. The Board agreed to the change order with a motion from Director Lee and a second from Director Broussard. The motion carried.

The Engineer informed the Board that the parking improvement will begin one the current contract at the Deer Ridge Water plant is completed. The Board asked the Engineer to include the drive way and use 6" reinforced concrete. Director McCharen made the motion and Director Sutton seconded it. The motion carried.

The Engineer informed the Board that the bids for ALDI Food Mart were not under \$50,000.00. After a brief discussion the Board asked the Engineer to publically advertise in the Houston Business Journal. Director Duckett made the motion and Director Lee seconded it. The motion carried.

Technical Alloy submitted a service application for 4ecf connections for their existing office/warehouse development that sits outside the District. Discussions were had and the Board agreed to charge Technical Alloy the in-district rate plus \$200.00 a month. The Board asked Mr. Brooks to prepare the documentation and asked the Engineer and Operator to review the plans. Director Duckett made the motion and Director Sutton seconded it. The motion carried.

ENGINEER REPORT cont.

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

OPERATOR REPORT

The Operator's report was distributed and read. The Operator informed the Board that 150 meters in NW Green need to be changed out. After a brief discussion the Board asked the Operator to proceed with changing out the meters. Director Broussard made the motion and Director Lee seconded it. The motion carried.

The Board adopted the submitted budget from the Operator FYE 2014. Director Duckett made the motion to adopt the budget and Director Sutton seconded it. The motion carried.

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

WEBSITE

The Board gave Director McCharen approval to update the website with replacing the March 2013 agenda with the April 2013 agenda, and posting the minutes for March 2013. Director McCharen made the motion to accept the changes and Director Duckett seconded it. The motion carried.

SECURITY

Dr. Don Savell with the Harris County Sheriff's Department informed the Board that the street lights that are out in NW Green have been submitted to the city for repair. He also told the Board that he is working on setting up a seminar for the Districts residents. Director Broussard made a motion to approve the report and Director Duckett seconded it. The motion carried.

OTHER

The Board agreed to hire David L. Merritt P.C. as the District's Auditor FYE 2013. The motion was made by Director McCharen and seconded by Director Lee. The motion carried.

The Board approved a sixty day feasibility study to be done for sale of the Fallbrook track. Director Duckett made the motion for the study and Director Sutton seconded it. The motion carried.

The Board reviewed and approved the Agreement for Recreational Facilities for the Meadows of NW Park. Director Lee made the motion to approve the agreement and Director Sutton seconded it. The motion carried.

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

Director McCharen - Secretary Northwest Park MUD