

NORTHWEST PARK MUNICIPAL UTILITY DISTRICT

Minutes of Directors Meeting

May 14, 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 May 14, 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 - Absent

Also in attendance: 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), Dr. Don Savell (Harris County Sheriff's Dept), Sam Mainord (Capital Commercial Investments, Inc.)

MINUTES

Minutes for April 17, 2013 meeting were distributed and read. A motion to accept the minutes was made by Director Duckett and seconded by Director McCharen. The motion carried.

TAX ASSESSOR REPORT

The Tax Assessor's report was distributed and read. The Tax Assessor informed the Board that the Tax Account will move from Comerica Bank to Wells Fargo. 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 Duckett. The motion carried.

ENGINEER REPORT

The Engineer's report was distributed and read. The Engineer submitted pay request number seven for \$74,527.50 from TarTob for the Board's execution. The Board agreed to the pay request with a motion from Director Duckett and a second from Director McCharen. The motion carried.

The Engineer informed the Board that the missing DVDs of the Sanitary Sewer Per-Cleansing and Televising Project had been found. The Board asked the Engineer to make a copy of the DVDS and keep them in the office. Upon reviewing the status of the sewer lines, the Board asked the Engineer to proceed with pricing the project. Director McCharen made the motion and Director Sutton seconded it. The motion carried.

The Engineer submitted two quotes from Antea and LCRA for the UCMR3 EPA Water Sampling. After a brief discussion, the Board agreed to the proposal from LCRA. Director Duckett made the motion and Director Sutton seconded it. The motion carried.

The Engineer asked for the Boards' authorization for a letter of no objection for Bank of America, who submitted agency approved plans. Director Duckett made the motion for the authorization and Director Lee seconded it. The motion carried.

The Board asked the Engineer to contact the Financial Analyst to look at the taxable value of the Northwest Business Park. Director Sutton made the motion and Director McCharen seconded it. The motion carried.

OPERATOR REPORT

The Operator's report was distributed and read. The Operator informed the Board that 150 meters in NW Green were changed out and that the Water Conservation Report was submitted on May 1, 2013.

The Operator informed the Board that (2) 16" valves at the Deer Ridge site need to be replaced. The Board asked the Engineer to evaluate the valves and report back to the Board. Director Sutton made the motion and Director McCharen seconded it. The motion carried.

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

WEBSITE

The Board gave Director McCharen approval to update the website with replacing the April 2013 agenda with the May 2013 agenda, and posting the minutes for April 2013. Director Duckett made the motion to accept the changes and Director Lee 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 still have not been repaired by the city. He also told the Board that he filed a complaint regarding the trash and vagrancy behind the Family Thrift shopping center. Director Lee made a motion to approve the report and Director Sutton 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 Sutton to adjourn the meeting. The motion carried.

Director McCharen - Secretary Northwest Park MUD