

NORTHWEST PARK MUNICIPAL UTILITY DISTRICT

Minutes of Directors Meeting

July 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 July 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: Donna Tzitzis (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), Dennis Tiff - (Champions Hydro Lawn), R.D. Silvio (Montgomery County Sheriff's Dept.) R. Reyes, J.D. Tyler, D. Thomas (Houston Police Dept), James Singleton (Harris County Fire Marshall), Jesse Varela, Gloria Cruz, John Montenegro, (NWP HOA)

MINUTES

Minutes for June 11, 2013 meeting were distributed and read. A motion to accept the minutes was made by Director McCharen and seconded by Director Sutton. The motion carried.

SECURITY

R.D. Silvio reported to the Board that since the security program has been initiated, crime is significantly down in the district.

TAX ASSESSOR REPORT

The Tax Assessor's report was distributed and read. The Tax Assessor informed the Board that Bethany Cruze. has petitioned the Board for a four month installment agreement for the 2012 taxes of \$724.00 owed on the account. After a brief discussion, the Board agreed to grant the installment agreement. Director Lee made the motion and Director McCharen seconded it. The motion carried.

The Tax Assessor informed the Board that Malcolm Turner. has petitioned the Board for a three month installment agreement for the 2012 taxes of \$373.49 owed on the account. After a brief discussion, the Board agreed to grant the installment agreement. Director Lee made the motion and Director McCharen seconded it. The motion carried.

A motion to accept the tax report was made by Director McCharen and seconded by Director Lee. 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 Board awarded a contract to Canyon Construction in May 2013. The Board will execute the contract with Canyon Construction, pending the District's Attorney review of the construction contract. Director McCharen made the motion to execute the contract and Director Sutton seconded it. The motion carried.

The Engineer informed the Board that the Developer for Northwest Park Business Park has submitted documents for reimbursement of public facilities. The Board agreed to have the Auditor review the documents. Director McCharen made the motion for the review and Director Broussard seconded it. The motion carried.

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

WEBSITE

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

OTHER

The Board reviewed the Insurance Proposal 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 discussed the need to call an election of directors for and within the District on the first Tuesday after the first Monday in November, 2013, accordingly to law. The attached Order calling such election was presented and reviewed by the board of directors after which it was duly moved, seconded and unanimously carried that the Order be passed and adopted. The attorneys were instructed to handle the mechanics of the election.

The Board adopted a resolution regarding the sale of the Fallbrook property, pending approval, subject to Flood Control Review. Director Duckett made the motion and Director Sutton seconded it. The motion carried.

Dennis Tiff of Champions Hydro-Lawn presented the Board with the Detention and Drainage Facilities Report. It was reported that all the detention basins are working fine and no issues were brought before the Board. Director Sutton made the motion to accept the report and Director Lee 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 Broussard to adjourn the meeting. The motion carried.

Director McCharen - Secretary Northwest Park MUD