

NORTHWEST PARK MUNICIPAL UTILITY DISTRICT

Minutes of Directors Meeting

August 21, 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 August 21, 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: Kimberly Hempell (Operator - Water District Services), Darrell Hawthorne (Bookkeeper - Municipal Accts & Consulting), JoAnn Ramos (Tax Assessor - Utility Tax Services, LLC), Jared Bowlin, Jorge Gonzalez (Engineers - 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)

MINUTES

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

SECURITY

Dr. Don Savell asked the Board for extra patrols in Northwest Park Colony subdivision regarding detention pond trespassing. The Board discussed the trespassing issues and decided to get No Trespassing Signs Posted. Director Duckett made the motion and Director Broussard seconded it. 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 McCharen and seconded by Director Sutton. 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 Sutton and seconded by Director Duckett. The motion carried.

ENGINEER REPORT

The Engineer's report was distributed and read. The Engineer asked for the Board's authorization; to write a no objection letter upon review of the agency's approved plans for Cadillac Express Carwash. Director Duckett made a motion for the authorization pending that all the Engineer's comments are addressed and Director McCharen seconded it. The motion carried.

The Engineer informed the Board that a gate at the corner of Birnam Garden Lane needed to be upgraded. The Board asked the Engineer to contact the Flood Control District and report back to the Board.

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 Lee. The motion carried.

WEBSITE

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

OTHER

The Board considered and approved the Election Services Agreement with Harris County. Director McCharen made the motion to approve the agreement and Director Sutton seconded it. The motion carried.

The Board reviewed the updated Code of Ethics policy for the District and each Board member signed the documentation. Director Duckett made the motion to accept the updated Code of Ethics and Director Sutton seconded it. The motion carried.

David L. Merritt P. C., Certified Public Accountant submitted a draft of the Independent Auditor's Report for the Board to review. The Board reviewed the draft and a motion was made by Director McCharen to approve the audit as presented and Director Broussard seconded it. The motion carried.

The Board reviewed the Resolution Reviewing Investment Policy and Investment Strategies document and decided to adopt the resolution without any changes. The resolution was signed and the motion was made by Director Duckett and seconded by Director Lee. The motion carried.

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

Director McCharen - Secretary Northwest Park MUD