

# **NORTHWEST PARK MUNICIPAL UTILITY DISTRICT**

## **Minutes of Directors Meeting**

**September 18, 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 September 18, 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 (Engineers - Edminster, Hinshaw, Russ & Assoc.), Christina Crotwell (Financial Advisor - First Southwest), Mark Brooks (Attorney - Young & Brooks, Attorneys at Law), Julia Durham (Recording Secretary - NW Park), Dr. Don Savell (Harris County Sheriff's Dept)

### **MINUTES**

Minutes for August 21, 2013 meeting were distributed and read. A motion to accept the minutes was made by Director Sutton and seconded by Director Broussard. The motion carried.

### **SECURITY**

Dr. Don Savell informed the Board that criminal mischief increased throughout the District but that all other crimes are down. Dr. Savell also told the Board that they have increased patrolling bus stop areas in the District. Director Broussard made a motion to accept the Security report and Director McCharen seconded it. 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 by the Tax Assessor. The proposed tax rate will be \$0.52: \$0.37 for debt service and \$0.15 for maintenance and operating. A motion was made to the Tax Assessor to place the publication of the Proposed Tax Rate by Director Sutton and Director Lee seconded it. The motion carried.

The Tax Assessor presented the Board with a Credit Card Compliance Form for signature. Director Duckett made the motion to approve the signing and Director McCharen seconded it. The motion carried.

A motion to accept the tax report was made by Director Duckett 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 Broussard. The motion carried.

### **ENGINEER REPORT**

The Engineer's report was distributed and read. A motion to accept the Engineer's report was made by Director Broussard 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 Duckett and seconded by Director Lee. The motion carried.

**WEBSITE**

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

**OTHER**

The Board reviewed the Northwest Park Municipal Utility District Order For Notice Of Cancellation Of Election to be held on November 3, 2013. The notice was signed and a motion was made by Director Duckett and seconded by Director McCharen. 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.

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Director McCharen - Secretary Northwest Park MUD