

NORTHWEST PARK MUNICIPAL UTILITY DISTRICT

Minutes of Directors Meeting

November 19, 2014

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 November 19, 2014 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 (Absent)
Sherri Lee	Investment Office - Liaison
Michael Broussard	Asst. Secretary

Also in attendance: Kimberly Hempel (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.), Mark Brooks (Attorney - Young & Brooks, Attorneys at Law), Julia Durham (Recording Secretary - NW Park), Jeff Haley, Juan Alexander, Keith Swallers, Ross Madia (Si Environmental LLC), Dr. Don Savell, J. Young, Doug Thomas, R. Benford (Harris County Sheriff's Office) Tamika Harris (Blue Creek Ranch HOA), Johnny Gibson (Silver Oaks Trail HOA), Gerard and Russchell Guy(Northwest Park Place), Richard Byrd (Resident, Northwest Park), Mohammed Ahmed, Najeeb Siddiqui (Proposed Apartment Complex)

MINUTES

Minutes for the October 15, 2014 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

The Security Report was distributed and read. Don Savell reported that the district has been quiet. He also stated that they are working on the homeless issue and the trash issue at the Family Thrift Center. Director Broussard made a motion to accept the Security report and Director Sutton seconded it. The motion carried.

TAX ASSESSOR REPORT

The Tax Assessor's report was distributed and read. Mr. Byrd at 10110 Northwest Park Drive appealed to the Board regarding his outstanding taxes. After discussion, the Board agreed to adjust his penalty and interest charges to \$416.16 and set up a payment plan for 4 payments, with the 1st payment due to the Tax Office by December 15, 2014. Director Lee made the motion and Director Sutton seconded it. The motion carried.

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

ENGINEER REPORT

The Engineer's report was distributed and read. The Engineer informed the Board that bids for the Sanitary Sewer Pre-Cleansing and Televising of Northwest Park Section Three were solicited and received, with the low bidder being CSI Consolidated LLC. The Engineer asked for the Board's authorization to award the contract to CSI Consolidated LLC. The Board agreed to award the contract with a motion from Director Duckett and a second from Director Lee. The motion carried.

The Engineer informed the Board that bids for the Blue Creek Commercial Reserve were solicited and received, with the low bidder being D. Grime, Inc. and the second low bidder being CNS Construction LLC. The Engineer asked for the Board's authorization to award the contract to CNS Construction, pending discussion with the Developer. The Board agreed to award the contract with a motion from Director Duckett and a second from Director Broussard. The motion carried.

The Engineer asked for the Board's authorization to move forward with the Gold Leaf Water Plant rehabilitation as recommended by Preventative Services. Director Sutton made the motion and Director Duckett seconded it. The motion carried.

The Engineer informed the Board that bids for the Meadows of Northwest Park Lift Station were solicited and received, with the low bidder being NTS Corp. The Engineer asked for the Board's authorization to award the contract to NTS Corp. The Board agreed to award the contract with a motion from Director Broussard and a second from Director Sutton. The motion carried.

A capacity request for a Shell Gas Station has been received. The Engineer asked for authorization to review the plans pending receipt for the service application fee. Director Broussard made the motion for the authorization and Director Sutton seconded it. The motion carried.

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

WEBSITE

The Board gave Director McCharen approval to update the website with replacing the October 2014 agenda with the November 2014 agenda, and posting the minutes for October 2014. Director Broussard made the motion to accept the changes and Director Duckett seconded it. The motion carried.

OTHER

Blue Creek Ranch submitted a proposal to the Board regarding fencing and landscaping for the detention basin between Blue Creek Ranch and Silver Oak Trails. The Board asked the Engineer to work with the HOA's and report back to the Board.

Jeff Haley and Ross Madia of Si Environmental, LLC presented a proposed Professional Service Contract for their services as District operator, based on their proposal approved by the board. Board member Lee pointed out a typo on the overtime charge for an Equipment Operator. After discussion, upon motion duly made, seconded, and unanimously carried, the board approved the Professional Service Contract with Si Environmental, with the correction noted by Director. Lee.

OTHER

The board authorized billing District customers monthly as opposed to every other month and gave approval to Si Environmental, LLC to send out welcome letters to the District's residents. After discussion, upon motion duly made, seconded, and carried by three votes with Director Lee voting against the motion.

Mr. Madia reviewed available options for customer electronic payments. After discussion, upon motion duly made, seconded and unanimously carried, the board approved the program offered by Compass Bank, adopted a Resolution Approving Additional Payment Services for District Customers, and approved the various related agreements and documents to implement the program.

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