

# **NORTHWEST PARK MUNICIPAL UTILITY DISTRICT**

## **Minutes of Directors Meeting**

**June 9, 2015**

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 June 9, 2015 in accordance with duly posted notice of said meeting, with a quorum of members present as follows:

Dennis Duckett	President (Absent)
Dois Sutton	Vice President
Robert McCharen	Secretary (Absent)
Sherri Lee	Investment Office - Liaison
Michael Broussard	Asst. Secretary

Also in attendance: Juan Alexander, (Operators - Si Environmental LLC), Cory Burton (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), John Thomas, Rene Benford, (Harris County Sherriff's Dept.)

### **MINUTES**

Minutes for the May 15, 2015 meeting were distributed and read. A motion to accept the minutes was made by Director Broussard and seconded by Director Sutton. The motion carried.

### **SECURITY**

The Contract Deputy's Report was distributed and read. R. D. Silvio informed the Board they are increasing coverage in Silver Oak Trails due to BB guns, and they are starting the extra summer coverage within the District. A motion to accept the security report was made by Director Broussard and seconded by Director McCharen. 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 Broussard 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 McCharen. The motion carried.

### **ENGINEER REPORT**

The Engineer's report was distributed and read. The Engineer informed that the Silver Oaks detention pond fencing project is in the process of scheduling and moving forward.

The Engineer informed the Board that bids were received for the Meadows of Northwest Park Retail Plaza for water distribution and wastewater collection services. The low bidder was D. Grimm Inc. for \$133,500.00. After a brief discussion the Board authorized to award the contract to D. Grimm Inc. Director Lee made the motion and Director Sutton seconded it. The motion carried.

**ENGINEER REPORT cont.**

The Engineer informed the Board that two proposals were received for inspection services for the Gold Leaf Water Plant. After discussions the Board agreed to accept a proposal from JW Construction Services for \$4500.00. Director Broussard made the motion and Director Lee seconded it. The motion carried.

The Engineer submitted pay requests number one and final, in the amount of \_\_\_\_ from Meridan Fence for the fence in Silver Oak Trails detention pond. Director Sutton made the motion for the payment and Director Lee seconded it. The motion carried.

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

**OPERATOR REPORT**

The Operator's report was distributed and read. The Operator asked for the Boards approval to approve delinquent activity: 589 delinquent letter mailed out on 5/29/15, 268 door tags on 6/18/15 and then set for disconnection on 6/23/15. Director Sutton made the motion for the delinquency items and Director Broussard seconded it. The motion carried.

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

**WEBSITE**

The Board gave Director McCharen approval to update the website with replacing the May 2015 agenda with the June 2015 agenda, and posting the minutes for May 2015. Director Broussard made the motion to accept the changes 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 Sutton to adjourn the meeting. The motion carried.

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Director McCharen - Secretary Northwest Park MUD