

NORTHWEST PARK MUNICIPAL UTILITY DISTRICT

Minutes of Directors Meeting

August 20, 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 August 20, 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
Sherri Lee	Investment Office - Liaison
Michael Broussard	Asst. Secretary

Also in attendance: Juan Alexander, (Operators - Si Environmental LLC), Darrell Hawthorn (Bookkeeper - Municipal Accts & Consulting), Monica Pena (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), Johnny Williams (Erosion Specialist -Champions Hydro-Lawn), John Thomas, Rene Benford, Quintin Young (Harris County Sherriff's Dept.), Tamika Harris (Blue Creek HOA), Michael Barron (Resident), Belinda Mack (Resident -9603 Berridge House Ct.)

MINUTES

Minutes for the July 15, 2015 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

The Contract Deputy's Report was distributed and read. John Thomas informed the Board that the statistics on crime in the District is staying down. He also informed the Board that they are working with the Nuisance Abatement Team regarding the excessive trash in the District. Director Broussard made the motion and Director Lee 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 Lee and seconded by Director Broussard. 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 Broussard and seconded by Director McCharen. The motion carried.

ENGINEER REPORT

The Engineer's report was distributed and read. The Engineer submitted pay request number one in the amount of \$94,923.00 from NTS Corp, for work completed on the Meadows of Northwest Park Lift Station. Director McCharen made the motion to authorize the payment and Director Sutton seconded it. The motion carried.

The Board authorized to award a contract pending Attorney review to D. Grimm for the water and sewer extensions project in the Meadows of Northwest Park Commercial Reserve. Director McCharen made the motion to authorize the payment and Director Broussard seconded it. The motion carried.

ENGINEER REPORT cont.

The Engineer asked for the Board's authorization to accept change order number two for \$11,700.00 from Schier Construction Company for their work at the Gold Leaf Water Plant. The Board agreed to the change order with a motion from Director Lee and a second from Director Broussard. The motion carried.

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

EROSION CONTROL

The Detention and Drainage Facilities report was distributed and read. The Erosion Control Specialist reported to the Board that the sink hole repairs in Blue Creek Ranch are completed. The Board asked the Erosion Control Specialist to inspect the detention pond belonging to Kroger and report back to the Board. Director McCharen made the motion to accept the report and Director Broussard seconded the motion. The motion carried.

OPERATOR REPORT

The Operator's report was distributed and read. The Operator asked for the Boards approval to approve delinquent activity: 447 delinquent letters mailed out on 8/6/15, 224 door tags on 8/27/15 and then set for disconnection on 9/1/15. Director McCharen made the motion for the delinquency items and Director Lee seconded it. The motion carried.

The Operator asked for the Boards approval to send 64 accounts to collections. Director McCharen made the motion for the delinquency items and Director Sutton seconded it. The motion carried.

The Operator told the Board about a tree that collapsed into the backyard at 6403 Desert Rose. After discussions the Board agreed to pay \$1200.00 for the removal of the tree. Director Lee made the motion and Director Sutton seconded it. The motion carried.

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 2015 agenda with the August 2015 agenda, and posting the minutes for July 2015. Director Sutton made the motion to accept the changes and Director Lee seconded it. The motion carried.

OTHER

The Board reviewed a proposal from Aquasurance to renew the District's Insurance Policy. After review, the Board agreed to renew the proposal with the policy terms of 8/30-15-8/30-16. Director McCharen made the motion and Director Broussard 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.

Director McCharen - Secretary Northwest Park MUD