

NORTHWEST PARK MUNICIPAL UTILITY DISTRICT

Minutes of Directors Meeting

September 16, 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 September 16, 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, Carlos Smith (Operators - Si Environmental LLC), 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), Josh Rambo (Auditor - McCall Gibson Swedlund, Barfoot), R.D. Silvio, Rene Benford, Quintin Young (Harris County Sherriff's Dept.), Tamika Harris (Blue Creek HOA), Arnold Parker (Resident)

MINUTES

Minutes for the August 20, 2015 meeting were distributed and read. A motion to accept the minutes was made by Director Broussard and seconded by Director McCharen. The motion carried.

SECURITY

The Contract Deputy's Report was distributed and read. R. D. Silvio informed the Board that the Nuisance Abatement Team accomplished trash pickup in the District. A motion to accept the security report was made by Director Broussard and seconded by Director Sutton. 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.

The Board authorized the Tax Assessor to publish the proposed tax rate of \$0.15 Maintenance and Operating and \$0.30 Debt Service on October 21, 2015. Director McCharen made the motion and Director Sutton seconded it. 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 submitted pay request number 2 and final from NTS, Corp. for \$10,547.00 for the Boards consideration. After review, the Board agreed to pay the request with a motion from Director Broussard and a second from Director McCharen. The motion carried.

The Engineer submitted pay request number 2 from Schier Construction Company, Inc. for \$42,750.00 for the Boards consideration. After review, the Board agreed to pay the request with a motion from Director Lee and a second from Director Sutton. 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. The Operator asked for the Boards approval to approve delinquent activity: 467 delinquent letter mailed out on 9/4/15, 298 door tags on 9/25/15 and then set for disconnection on 9/30/15. Director McCharen made the motion for the delinquency items and Director Broussard seconded it. The motion carried.

Mr. Arnold Parker partitioned the Board regarding a leak he incurred on his property. After discussion the Board agreed to credit his account \$97.89. This credit adjustment includes waving Delinquent Letter fees of \$15 across multiple months and various monthly penalties associated with the same. Director Sutton made the motion for the credit and Director McCharen seconded it. The motion carried

Blue Creek Ranch HOA asked the Board to add a line to the water bill for trash collection in their subdivision. After discussion the Board authorized Mark Brooks to prepare a contract between Northwest Park and the Blue Creek Ranch HOA with a starting date of the line item as January 1, 2016. Director Sutton made the motion and Director Lee seconded it. The motion carried.

The Operator informed the Board regarding illegally connected water meters at 6922 North Leaf Dr. and 6918 North Leaf Dr. After discussion the Board agreed to have Mark Brooks send letters to both addresses after the next meter read. Director Lee made the motion 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.

EROSION CONTROL

The Erosion Specialist's report was distributed and read. The Erosion Control Specialist asked for the Board's approval to add and replace the signage around the detention basins. A motion to accept the Erosion Specialist's report was made by Director Sutton and seconded by Director Lee. The motion carried.

WEBSITE

The Board gave Director McCharen approval to update the website with replacing the August 2015 agenda with the September 2015 agenda, and posting the minutes for August 2015. Director Lee made the motion to accept the changes and Director Sutton seconded it. The motion carried.

OTHER

The Board adopted the Order for Cancellation of Elections for Director McCharen and Director Broussard. Director Sutton made the motion and Director Lee seconded it. The motion carried.

The Board reviewed and approved the proposed audit submitted by McCall Gibson Swedlund Barfoot PLLC. The motion was made by Director Broussard and seconded by Director Lee. The motion carried.

The Board reviewed and signed the Resolution Reviewing Investment Policy and Investment Strategies. 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 Sutton and seconded by Director Lee to adjourn the meeting. The motion carried.

Director McCharen - Secretary Northwest Park MUD