

NORTHWEST PARK MUNICIPAL UTILITY DISTRICT

Minutes of Directors Meeting

January 20, 2016

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 January 20, 2016 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: Juan Alexander, (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.), Johnny Williams (Erosion Specialist –Champions Hydro-Lawn), Mark Brooks (Attorney - Young & Brooks, Attorneys at Law), Julia Durham (Recording Secretary - NW Park), Dr. Saville, R.D. Silvio, Rene Benford, Doug Thomas, (Harris County Sherriff's Dept.), Tamika Harris (Blue Creek HOA)

MINUTES

Minutes for the December 16, 2015 meeting were distributed and read. A motion to accept the minutes was made by Director McCharen and seconded by Director Broussard. The motion carried.

SECURITY REPORT

The Contract Deputy's Report was distributed and read. Dr. Saville informed the Board that statically crimes in the District are lower. A motion to accept the security report was made by Director Broussard and seconded by Director Lee. 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 McCharen and seconded by Director Duckett. 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 Sutton. The motion carried.

ENGINEER REPORT

The Engineer's report was distributed and read. The Board authorized awarding a contract to Cruz Tec Inc. for the Sanitary Sewer Pre-Cleansing and Televising Project in Northwest Park Section Three for the low bid of \$319,604.80. Director Duckett made a motion to authorize awarding the contract and Director McCharen seconded it. The motion carried.

The Engineer submitted pay request number two from D. Grim for \$6298.44 for the Meadows of Northwest Park Commercial Reserve Project for the Board's consideration. After review, the Board agreed to pay the request with a motion from Director Duckett and a second from Director Broussard. The motion carried.

ENGINEER REPORT Cont.

The Engineer submitted pay request number two from JW Construction Services for \$3300.00 for the Gold Leaf Water Plant Project for the Board's consideration. After review, the Board agreed to pay the request with a motion from Director Duckett and a second from Director McCharen. The motion carried

The Engineer submitted pay request number five from Schier Construction Company Inc. for \$80,190.00 for the Gold Leaf Water Plant Project for the Board's consideration. After review, the Board agreed to pay the request with a motion from Director Duckett and a second from Director Broussard. The motion carried

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

OPERATOR REPORT

The Operator's report was distributed and read. The Operator asked for the Board's approval to approve the delinquent activity for the district: 382 delinquent letters mailed out on 1/8/16, 210 door tags on 1/29/16 and then set for disconnection on 2/3/16. Director Duckett made the motion for the delinquency items and Director Broussard seconded it. The motion carried.

The Operator asked for the Board's approval to send 73 accounts amounting to \$9745.30 to collections. Director Sutton made the motion for the delinquency items and Director Duckett seconded it. The motion carried.

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

EROSION CONTROL

The Erosion Specialist's report was distributed and read. A motion to accept the Erosion Specialist's report was made by Director McCharen and seconded by Director Broussard. The motion carried.

WEBSITE

The Board gave Director McCharen approval to update the website with replacing the December 2015 agenda with the January 2016 agenda, and posting the minutes for December 2015. Director Lee made the motion to accept the changes and Director Sutton 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 Lee to adjourn the meeting. The motion carried.

Director McCharen - Secretary Northwest Park MUD