

NORTHWEST PARK MUNICIPAL UTILITY DISTRICT

Minutes of Directors Meeting

February 17, 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 February 17, 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), Monica Pena (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, (Harris County Sherriff's Dept.), Tamika Harris (Blue Creek HOA), Scott Wright (MHI McGuyer Homebuilders, Inc.), Cindy McGill (NewQuest Properties)

MINUTES

Minutes for the January 20, 2016 meeting were distributed and read. A motion to accept the minutes was made by Director McCharen and seconded by Director Duckett. The motion carried.

SECURITY REPORT

The Contract Deputy's Report was distributed and read. 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.

The board signed the Resolution on Residence Homestead Exemption for Persons Disabled or Age Sixty-Five or Older and agreed to keep the amount at \$30,000 non taxable. The motion was made by Director Sutton and seconded by Director Broussard. The motion carried.

The board signed the Resolution Authorizing Additional Penalties on Delinquent Taxes to stay at the current rate of 20%. The motion 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 Lee and seconded by Director Broussard. The motion carried.

ENGINEER REPORT

The Engineer submitted change order number three from Schier Construction Company for \$123,800.00 for the Gold Leaf Water Plant Project. The change order was deferred due to Senate Bill 1295, the form provided. After review, the Board agreed to defer the request with a motion from Director Duckett and a second from Director Broussard. The motion carried.

ENGINEER REPORT Cont.

The Board asked the Engineer to call Harris County Flood Control regarding the screens and maintenance of Halls Bayou for the Northwest Park Place drainage outflow. Director Duckett made the motion and Director Lee seconded it. 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: 349 delinquent letters mailed out on 2/5/16, 210 door tags on 3/3/16 and then set for disconnection on 3/8/16. 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 use Southern Flowmeter, Inc. to replace meters listed on the suggested repair summary submitted by Southern Flowmeter, Inc. After discussion, the Board gave the Operator authorization for Southern Flowmeter to proceed with supervision by SI Environmental. Director Duckett made the motion and Director McCharen seconded it. The motion carried.

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

WEBSITE

The Board gave Director McCharen approval to update the website with replacing the January 2016 agenda with the February 2016 agenda, and posting the minutes for January 2016. The Board also asked Mark Brooks to give guidance on what should be on the website. Director Sutton made the motion to accept the changes and Director Duckett 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