

NORTHWEST PARK MUNICIPAL UTILITY DISTRICT

Minutes of Directors Meeting

August 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 August 17, 2016 in accordance with duly posted notice of said meeting, with a quorum of members present as follows:

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| 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), 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), R.D. Silvio, Doug Thomas, Rene Benford, R. Reyes (Harris County Sherriff's Dept.), Tamika Harris (Blue Creek HOA), Josh Rambo (Auditor –McCall Gibson Swedlund Barfoot PLLC.), Donovan Dawson (CPower)

MINUTES

Minutes for the July 17, 2016 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 REPORT

The Contract Deputy's Report was distributed and read. R.D. Silvio informed the Board that the District's statistics have decreased compared to last year. 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 McCharen and seconded by Director Lee. The motion carried.

BOOKKEEPER REPORT

The Bookkeeper's report was distributed and read. The Board approved the Proposed Amended budget contingent of the revised budget figures for detention pond repairs and capital outlay for the Willowood Waste Water Plant for fiscal year ending 4/30/17. Director McCharen made the motion and Director Sutton seconded it. The motion carried.

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 submitted pay request number eight from Schier Construction Company for \$26,940.00 for the Board's 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.

ENGINEER REPORT Cont.

The Engineer asked for the Board's authorization to send a Letter of No Objection to Chick-Fil-A. Director McCharen made the motion and Director Sutton seconded it. The motion carried.

A motion to accept the Engineer's report was made by Director McCharen and seconded by Director Broussard. 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: 387 delinquent letters (+50) mailed out on 8/5/16, 196 door tags on 8/25/16 and then set for disconnection on 8/30/16. Director Broussard made the motion for the delinquency items and Director Lee seconded it. The motion carried.

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

EROSION SPECIALIST

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

OTHER

The Board reviewed and approved the Annual Financial Report for year ending 4/30/16 submitted by McCall Gibson Swedlund Barfoot PLLC. The motion was made by Director Sutton and seconded by Director Broussard. The motion carried.

The Board reviewed and signed the Resolution Reviewing Investment Policy and Investment Strategies. Director Lee made the motion and Director McCharen seconded it. The motion carried.

WEBSITE

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

Director McCharen - Secretary Northwest Park MUD