

NORTHWEST PARK MUNICIPAL UTILITY DISTRICT

Minutes of Directors Meeting

September 21, 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 September 21, 2016 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, 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),Christine Crotwell (FirstSouthwest), Doug Thomas, Rene Benford, R. Reyes (Harris County Sherriff's Dept.), Tamika Harris (Blue Creek HOA), Scott Wright (McGuyer Homebuilders, Inc.), Howard Manson (Today's Integration)

MINUTES

Minutes for the August 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. A motion to accept the security report was made by Director Lee and seconded by Director Broussard. 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 authorized the Tax Assessor to publish the proposed tax rate of \$0.29 Debt Service and \$0.15 Maintenance and Operating on October 3, 2016 in the Neighborhood News. Director McCharen made the motion and Director Sutton seconded it. The motion carried.

ENGINEER REPORT

The Engineer's report was distributed and read. The Engineer submitted pay request number three and Four from Schier Construction Company for \$900.00 each 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 Lee. The motion carried.

ENGINEER REPORT Cont.

The Engineer asked for the Board's authorization to send a Letter of No Objection to Waffle House. Director McCharen made the motion and Director Lee seconded it. The motion carried.

The Engineer asked for the Board's authorization to send a Letter of No Objection to XL Auto Parts. Director Lee made the motion and Director Sutton seconded it. The motion carried.

The Engineer asked for the Board's authorization to send a Letter of No Objection to First Choice Emergency Room. Director McCharen made the motion and Director Broussard seconded it. The motion carried.

The Engineer asked for the Board's authorization to send a Letter of No Objection to Wendy's. Director McCharen made the motion and Director Lee seconded it. The motion carried.

The Engineer asked for the Board's authorization to send a Letter of No Objection to Seton Lake Business Park. Director McCharen made the motion and Director Lee seconded it. The motion carried.

A motion to accept the Engineer's report was made by Director McCharen and seconded by Director Lee. 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: 373 delinquent letters (-14) mailed out on 9/9/16, 196 door tags on 9/24/16 and then set for disconnection on 10/4/16. Director Lee made the motion for the delinquency items and Director Sutton seconded it. The motion carried.

A motion to accept the Operator's report was made by Director Lee and seconded by Director Sutton. 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.

The Board discussed a change order request submitted by the Erosion Specialists for the Bus Barn Pond. After discussion, the Board agreed to accept the change order with a motion from Director McCharen and a second from Director Sutton. The motion carried.

OTHER

The Board reviewed and approved an engagement letter from arbitrage compliance specialists in connection with 2012 and 2012A bond issue. The motion was made by Director Sutton and seconded by Director Broussard. The motion carried.

The Board reviewed and approved a Depository Pledge Agreement with Compass Bank. The motion was made by Director Broussard and seconded by Director Lee. The motion carried.

The Board acknowledge assignment of a preconstruction agreement with 2004 NW Park Development, Inc. Director Sutton made the motion and Director Broussard seconded it. The motion carried.

WEBSITE

The Board gave Director McCharen approval to update the website with replacing the August 2016 agenda with the September 2016 agenda, and posting the minutes for August 2016. Director Sutton made the motion to accept the changes and Director Lee 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.