

NORTHWEST PARK MUNICIPAL UTILITY DISTRICT

Minutes of Directors Meeting

January 18, 2017

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 18, 2017 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), 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 Bradford, Quintin Young (Harris County Sherriff's Dept.), Tamika Harris (Blue Creek HOA)

MINUTES

Minutes for the December 21, 2016 meeting were distributed and read. A motion to accept the minutes was made by Director McCharen and seconded by Director Lee. The motion carried.

SECURITY REPORT

The Contract Deputy's Report was distributed and read. R.D. Silvio informed the Board that crime is staying down in the District and they will be working on nuisance abatement in 2017. 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 Broussard and seconded by Director Sutton. The motion carried.

BOOKKEEPER REPORT

The Bookkeeper's report was distributed and read. Director Lee made the motion and Director Broussard seconded it. The motion carried.

ENGINEER REPORT

The Engineer's report was distributed and read. The Engineer submitted pay request number two and three in the amounts of \$76,264.05 and \$75,603.46 from Cruz Tec, Inc. for the Board's approval. After review, the Board agreed to pay the requests with a motion from Director Sutton and a second from Director McCharen. The motion carried.

The Engineer submitted pay request number two from Clearwater Utilities, Inc. for \$27,160.01 for the Board's consideration. After review, the Board agreed to pay the request with a motion from Director McCharen and a second from Director Lee. The motion carried.

A motion to accept the Engineer's report was made by Director McCharen and seconded by Director Sutton. 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: 426 delinquent letters (+14) mailed out on 1/6/17, 246 door tags on 1/26/17 and then set for disconnection on 1/31/17. The Board also asked the Operator to fix the water heater in the District's Office. Director Sutton made the motion for the delinquency items and the water heater repair and Director Lee 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 SPECIALIST

The Erosion Specialist's report was distributed. The Erosion Specialist presented a proposal for desilting the pilot channels and reseeding the detention basin in Silver Oak Trails. Director Lee made the motion to accept the report and proposal and Director McCharen seconded it. The motion carried.

WEBSITE

The Board gave Director McCharen approval to update the website with replacing the December 2016 agenda with the January 2017 agenda, and posting the minutes for December 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 McCharen to adjourn the meeting. The motion carried.

Director McCharen - Secretary Northwest Park MUD