

## **NORTHWEST PARK MUNICIPAL UTILITY DISTRICT**

### **Minutes of Directors Meeting**

**April 19, 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 April 19, 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, Rene Bradford, Doug Thomas, Quinten Young (Harris County Dept.), Justin Jenkins (McCall, Gibson, Swedlund, Barfoot PLLC), Mike Cain (T-Mobile), Shahana Akter, Ki Choung, Won Lee, (Northwest Plaza) Jesse Villareal, Gloria Cruz, John Montego, Richard Cruz, Jrael Wilson, Jeleta Hartsfield (NW Park MUD), Victor Williams, Velma Williams, Sharon Anderson, Renee Coote (Meadows NWP)

### **MINUTES**

Minutes for the March, 15, 2017 meeting were distributed and read. A motion to accept the minutes was made by Director Broussard and seconded by Director Sutton. The motion carried.

### **SECURITY REPORT**

The Contract Deputy's Report was distributed and read. R.D. Silvio informed the Board that crime is slightly up in Blue Creek Ranch and Northwest Park. Trespassing signs are now in place and the police can arrest on the spot. A motion to accept the security report was made by Director Broussard and seconded by Director McCharen. 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 Lee. The motion carried.

### **BOOKKEEPER REPORT**

The Bookkeeper's report was distributed and read. The Board adopted the proposed budget for the Fiscal Year 5/1/2018. Director Lee made the motion to adopt the budget and Director McCharen seconded it. The motion carried. Director Lee made a motion to accept the Bookkeeper's Report and Director Sutton seconded it. The motion carried.

## **ENGINEER REPORT**

The Engineer's report was distributed and read. The Engineer submitted a letter of no objection for the Fallbrook Drive/Antoine Drive gas station. Director McCharen made the motion and Director Sutton seconded it. The motion carried.

The Board authorized the Engineer to use surplus funds on the application to TCEQ for reimbursing development within the Northwest Park Colony development. Director McCharen made the motion and Director Broussard seconded it. 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: 346 delinquent letters (-120) mailed out on 4/17/17, 215 door tags on 4/28/17 and then set for disconnection on 5/3/17. Director Broussard made the motion for the delinquency items and Director McCharen seconded it. The motion carried.

The Board authorized the Operator to relocate a fire hydrant along Fallbrook Drive about 10 feet. Director Broussard made the motion and Director Sutton 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 submitted a proposal for desilting the pilot channels in the Meadows of Northwest Park with a cost of \$17,700.00. A motion to accept the proposal was made by Director Lee and seconded by Director Sutton. The motion carried. A motion to accept the Erosion Specialist's report was made by Director Broussard and seconded by Director Lee. The motion carried.

## **WEBSITE**

The Board gave Director McCharen approval to update the website with replacing the March 2017 agenda with the April 2017 agenda, and posting the minutes for March 2017. Director Lee made the motion to accept the changes and Director Sutton seconded it. The motion carried.

## **OTHER**

The Board accepted a proposal and hired McCall Gibson Swedlund Barfoot PLLC. as the District's Auditor for the years 2017 and 2018. A motion was made by Director McCharen and seconded by Director Broussard. The motion carried.

The Board authorized Mark Brooks to work on a contract agreement with T-Mobile and decided that a \$5000.00 deposit would cover the legal and engineering fees. Director Sutton made the motion and Director McCharen seconded it. The motion carried.

The residents of the District had discussions regarding a new laundry mat complex that wants to move into the district.

There being no further business to come before the Board, a motion was made by Director McCharen and seconded by Director Sutton to adjourn the meeting. The motion carried.

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Director McCharen - Secretary Northwest Park MUD