

NORTHWEST PARK MUNICIPAL UTILITY DISTRICT

Minutes of Directors Meeting

March 22, 2018

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 March 22, 2018 in accordance with duly posted notice of said meeting, with a quorum of members present as follows:

Dois Sutton	President
Michael Broussard	Vice President
Robert McCharen	Secretary
Sherri Lee	Investment Officer
Tamika Harris	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 (Engineer - Edminster, Hinshaw, Russ & Assoc.), Johnny Williams (Erosion Specialist –Champions Hydrolawn), Mark Brooks (Attorney - Young & Brooks, Attorneys at Law), Julia Durham (Recording Secretary - NW Park) RD Silvio, J. Dozier, (Harris County Sheriff’s Dept.), Kathryn Foss (EVO)

MINUTES

Minutes for the February 21, 2018 meeting were distributed and read. A motion to accept the minutes was made by Director Harris and seconded by Director Broussard. The motion carried.

CONTRACT DEPUTY REPORT

R.D. Silvio reported that the contract deputies will be doing some shift changes to cover Director Broussard’s concerns. He also stated that the deputies are preparing for Spring break. Director Broussard made a motion to accept the Security Report and Director Lee seconded it. 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 Lee and seconded by Director McCharen. The motion carried.

BOOKKEEPER REPORT

The Bookkeeper’s report was distributed and read. Director Harris made a motion to accept the Bookkeeper’s Report and Director Lee seconded it. The motion carried.

EROSION SPECIALIST

The Erosion Specialist's report was distributed and read. The Board asked the Erosion Specialist to make a list of the damage to the row's and backslope swales caused by Centerpoint Energy at the cul-de-sac entrance next to the lift station in Blue Creek Ranch. 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 presented the Board with 2 bid proposals that were submitted for the utility work at the Marketplace at SH249. After a brief discussion the Board agreed to the recommendation of the Engineer to accept the bid of \$181,463.59 from Canyon Construction Inc. Director Lee made the motion to accept the bid and Director Harris seconded it. The motion carried.

A motion to accept the Engineer's report was made by Director Broussard 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: 354(-11) delinquent letters mailed out on 3/9/18, 235 door tags on 3/28/18 and then set for disconnection on 4/3/18. Director Lee made the motion for the delinquency items and Director Harris seconded it. The motion carried.

The Board authorized the Operator to wave any late fees that might occur with SiEnviro changing their online billing company to First Billing. Director Harris made the motion and Director Broussard seconded it. The motion carried.

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

WEBSITE

The Board gave Director McCharen approval to update the website with replacing the February 2018 agenda with the March 2018 agenda, and posting the minutes for February 2018. Director Harris made the motion to accept the changes and Director Broussard seconded it.

OTHER

The Board agreed to give \$5000.00 to each HOA in the District for improvement projects. Director Lee made the motion and Director Sutton 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.

Director McCharen - Secretary Northwest Park MUD