

**MINUTES OF REGULAR MEETING
OF
WINDFERN FOREST UTILITY DISTRICT**

April 15, 2014

The Board of Directors of Windfern Forest Utility District of Harris County, Texas, met in regular session, open to the public, at a regular meeting place inside the boundaries of the District, at the Windfern Forest Utility District Administration Building ("DAB"), 14410 Mauna Loa Drive, Houston, Texas, on April 15, 2014, and the roll was called of the duly constituted officers and members of the Board, to wit:

Eddie Mendel	President
Don Farrell	Vice President
Kurt Schoelman	Secretary/Treasurer
Shari North	Assistant Secretary
Pat Going	Director

and all of said persons were present, thus constituting a quorum.

Also present were Karla Efigenio of McLennan & Associates; Teri Schoener and Corey Bostick of TOPS; Shawn Sharkey and David Dybala of Jacobs Engineering Group, Inc.; Cathy Wheeler of Wheeler & Associates; Sergeant James Rouse and Constable Jennifer McCants of Harris County Constable's Office, Precinct 4; John Nelson of LBG – Guyton Associates; and Clark Lord and Debbie Russell of Bracewell & Giuliani LLP.

SECURITY REPORT

Constable McCants reported on security matters within the District for the month of March 2014.

PRESENTATION FROM ACCLAIM ENERGY

Ms. Russell reported that Acclaim Energy had requested that the Board defer action on this matter until the May meeting.

APPROVE MINUTES

The Board reviewed the minutes of March 18, 2014. Following discussion, upon a motion made by Director Schoelman and seconded by Director Farrell, the Board voted unanimously to approve the minutes of March 18, 2014 as submitted.

BOOKKEEPER'S REPORT, APPROVE PAYMENT OF BILLS AND REVIEW INVESTMENT OF DISTRICT FUNDS

Ms. Efigenio presented the bookkeeper's report, a copy of which is attached to these minutes, for the period March 18, 2014 to April 15, 2014. She next reviewed the checks

presented for payment, the District's investments and a comparison of actual versus budgeted revenues and expenses for the period ending March 31, 2014.

Following discussion on the bookkeeper's report, upon a motion made by Director Farrell and seconded by Director North, the Board voted unanimously to approve the bookkeeper's report, payment of the bills and investment of the District's funds.

TAX ASSESSOR/COLLECTOR'S REPORT AND APPROVE PAYMENT OF BILLS

Ms. Wheeler next presented the tax assessor/collector's report for the month of March , a copy of which is attached. She reviewed the report, stating that as of March 2014, the District's 2013 taxes are 98.32% collected and the 2012 taxes are 99.53% collected. Ms. Wheeler also presented checks nos. 2425-2431 for payment. She also reviewed the unclaimed property report that will be submitted to the Texas State Comptroller.

Following discussion on the tax assessor/collector's report, upon a motion made by Director Schoelman and seconded by Director North, the Board voted unanimously to approve the tax assessor/collector's report, payment of the tax bills and the Texas Report of Unclaimed Property.

DELINQUENT TAX ATTORNEY'S REPORT

The Board reviewed the District's delinquent tax attorney's report, a copy of which is attached, regarding the status of collection of the District's delinquent taxes. Ms. Wheeler stated that the Board has the authority to terminate water service to accounts with delinquent property taxes. After discussion, Director North moved that the Board authorize the operator to hang disconnect notices on the doors of the delinquent taxpayers with the hearing on the termination to be conducted at the May Board meeting. Director Going seconded the motion and it carried unanimously.

OPERATOR'S REPORT

Ms. Schoener presented the operator's report for March 2014, a copy of which is attached to these minutes.

Ms. Schoener then reviewed a joint water production and accountability report with the Board and reported that water accountability for the prior month was 95%.

Ms. Schoener stated that she will follow up with the Subsidence District regarding a letter referring to violations of the District's permit.

Ms. Schoener reported on repairs and maintenance at District facilities. She stated that repairs are needed to the booster pump at water plant no. 2 at a cost of \$6,127.55. Ms. Schoener also reported that the fuel in the generator can become stagnant and requires polishing. She presented a proposal from World Wide Power in the amount \$1,236 to polish the fuel.

Ms. Schoener then reported that there is no source of potable water at lift station no. 1 and recommended that the Board consider authorizing the installation of a tap for cleaning and

irrigation. The Board requested that Ms. Schoener bring an estimate for the cost of same to the May meeting.

Following discussion on the operator's report, upon a motion made by Director Going and seconded by Director Farrell, the Board voted unanimously to approve the operator's report, authorize the booster pump repair and approve the proposal for polishing the fuel in the generator.

CONDUCT HEARING ON TERMINATION OF WATER SERVICE TO DELINQUENT WATER AND SEWER ACCOUNTS AND AUTHORIZE APPROPRIATE ACTION

The Board next considered termination of utility service to customers with delinquent accounts. Ms. Schoener reported that the residents appearing on the termination list were given proper notice and the opportunity to be heard in order to explain, contest or correct the utility service bill and show reason why utility service should not be terminated for reason of nonpayment, all as required by the District's Rate Order and stated there were no appeals from residents.

Following discussion, a motion was made by Director Going to terminate utility service to customers with delinquent accounts. Director Farrell seconded the motion, which carried by unanimous vote.

ENGINEER'S REPORT

The Board next reviewed the engineer's report, a copy of which is attached, including the following matters:

Amend the Groundwater Reduction Plan

Mr. Dybala reported that he has prepared a draft of the amendment to the groundwater reduction plan to meet the new requirements of the Harris Galveston Subsidence District and will forward a copy of same to the District's consultants for review.

TCEQ Exception to Well Capacity Requirement

Mr. Dybala next reported that all pumping data and documentation for well nos. 2 and 3 have been submitted to the TCEQ to demonstrate that the District meets the TCEQ minimum capacity requirements.

Elevated Storage Tank Waiver Application

Mr. Dybala reported that he is coordinating with the engineer for Harris County MUD No. 261 ("HC261") in connection with completion of the elevated storage tank waiver application. He noted that HC261 will complete and submit this application to the TCEQ for approval.

Water Well No. 3 at Water Plant No. 1

Mr. Dybala reported on the status of construction of Water Well No. 3. He stated that W.W. Payton Corporation ("Payton") was completed construction and the well is in service. Mr. Dybala then presented and recommended for payment Pay Estimate No. 11 and Final from Payton in the amount of \$173,537.50.

Mr. Nelson reported on the results of the gas testing of the well. He stated that the gas production is less than what it was last year at this time. He stated that the well is pumping more than designed.

Mr. Dybala then presented the task order for the coating of the hydropneumatic and ground storage tanks. After discussion, Director Farrell moved that the Board approve the task order as presented. Director North seconded the motion and it carried by unanimous vote.

After discussion, Director Schoelman moved that the Board approve the engineer's report and Pay Estimate No. 11 and Final from Payton. Director Going seconded the motion and it passed by unanimous vote.

BUILDING OFFICE MANAGER'S REPORT

Director North stated that a phone line dedicated to the fire alarm had been installed in the building.

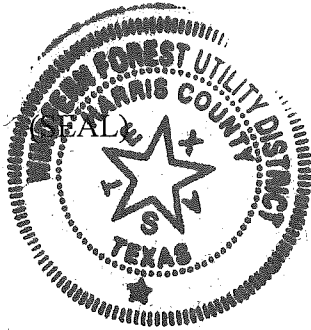
REPORT ON MATTERS DISCUSSED AT THE MEETING OF THE WHITE OAK BAYOU JOINT POWERS BOARD

Director Mendel reported on matters discussed at the March meeting.

There being no further business to come before the Board, the meeting was adjourned.



Secretary, Board of Directors



ATTACHMENTS

bookkeeper's report1
tax assessor/collector's report for the month of March2
delinquent tax attorney's report2
operator's report for March 2014.....2
engineer's report3