

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

June 17, 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 June 17, 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 except Director Schoelman, 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.; Ryan Fortner of Wheeler & Associates; Sergeant Lowery and Constable Jennifer McCants of Harris County Constable's Office, Precinct 4; Carol Lueb, administrator of the DAB; Clark Lord and Debbie Russell of Bracewell & Giuliani LLP; and Tom Tamborrello and Becky Lacy, residents of the District.

SECURITY REPORT

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

APPROVE MINUTES

The Board reviewed the minutes of May 20, 2014. Following discussion, upon a motion made by Director Going and seconded by Director Farrell, the Board voted unanimously to approve the minutes of May 20, 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 May 20, 2014 to June 17, 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 May 31, 2014.

Following discussion on the bookkeeper's report, upon a motion made by Director North and seconded by Director Farrell, 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

Mr. Fortner next presented the tax assessor/collector's report for the month of May, a copy of which is attached. She reviewed the report, stating that as of May 2014, the District's 2013 taxes are 98.92% collected and the 2012 taxes are 99.79% collected. Mr. Fortner also presented checks nos. 2396 and 2438-2441 for payment.

Following discussion on the tax assessor/collector's report, upon a motion made by Director Farrell and seconded by Director Going, the Board voted unanimously to approve the tax assessor/collector's report and payment of the tax bills.

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. The Board took no action in connection with the delinquent tax attorney's report.

OPERATOR'S REPORT

Ms. Schoener presented the operator's report for May 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 96%.

Ms. Schoener next reported on an odor complaint from some of the apartment complexes about their water supply when well 3 went online. She stated that the well was taken offline and samples were pulled. Ms. Schoener stated that water from well 3 may start being blended with water from well 1. Mr. Dybala stated that the odor may be hydrogen sulfide. He noted that when the line on Phillipine was flushed, the operator did not notice any odor.

Ms. Schoener reported on repairs and maintenance at District facilities.

Following discussion on the operator's report, upon a motion made by Director Going and seconded by Director North, the Board voted unanimously to approve the operator's report.

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 North 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:

Elevated Storage Tank Waiver Application

Mr. Dybala next reported that he is working with the engineer for Harris County MUD No. 261 in connection with the TCEQ Elevated Storage Tank Waiver Application. The Board agreed to wait on authorizing action for the installation of a generator until the completion of the final Elevated Storage Tank Waiver Application and the TCEQ approval of the Elevated Storage Tank Waiver Application which will require the installation of an emergency generator.

Coating Repair of Water Plant No. 1's Ground Storage Tank and Hydropneumatic Tank

Mr. Dybala then reported that he is preparing the construction documents in connection with the coating of the hydropneumatic and ground storage tanks.

Asset Management

Mr. Sharkey reported on the implementation of asset management. He stated that the cost of developing an Asset Management Plan for the District is \$7,000. Mr. Sharkey stated that the first step would be to televise the lines and make necessary repairs. Director Mendel stated that the lines in Section 1 have been televised. Mr. Shark stated that he would work with the operator to determine what sections were previously televised and repaired.

After discussion, Director Going moved that the Board approve the engineer's report. Director Farrell seconded the motion and it passed by unanimous vote.

ATTORNEY'S REPORT

Utility Commitment Letter

Mr. Lord stated that we are still waiting on information from Stripes Convenience Store to complete the utility commitment letter. The Board-deferred action on the matter.

Resolution Regarding Submission of the Amended Groundwater Reduction Plan

Mr. Lord next presented a Resolution Regarding Submission of the Amended Groundwater Reduction Plan, a copy of which is attached as an exhibit to these minutes. Upon a

motion made by Director Farrell and seconded by Director North, the Board voted unanimously to adopt the Resolution as presented.

BUILDING OFFICE MANAGER'S REPORT

Ms. Lueb reported that a new alarm pad needs to be installed in the building. She also reported that the cleaning person has increased her fee by \$25.00 per cleaning.

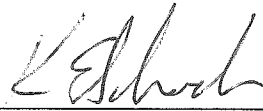
REPORT ON MATTERS DISCUSSED AT THE MEETING OF THE WHITE OAK BAYOU JOINT POWERS BOARD

Director Mendel reported on matters discussed at the May meeting. He stated that Jersey Village is working on generating funds for the rehabilitation of the plant. Director Mendel stated they have requested that their payment be paid out over a four-month period.

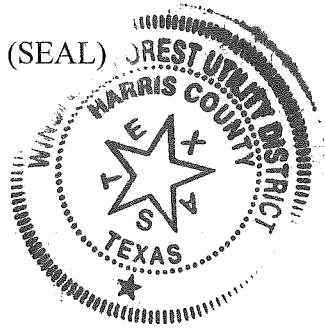
OTHER MATTERS

Director Farrell submitted his letter of resignation from the Board. The Board discussed possible replacements for Director Farrell, but took no action on the matter. Director Mendel stated that Ms. Lacy is interested in serving on the Board.

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



Secretary, Board of Directors



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