

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

July 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 July 15, 2014, and the roll was called of the duly constituted officers and members of the Board, to wit:

Eddie Mendel	President
Vacant	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.; 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; 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 June 2014.

APPROVE MINUTES

The Board reviewed the minutes of June 17, 2014. Following discussion, upon a motion made by Director Going and seconded by Director North, the Board voted unanimously to approve the minutes of June 17, 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 June 17, 2014 to July 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 June 30, 2014.

Following discussion on the bookkeeper's report, upon a motion made by Director North and seconded by Director Schoelman, 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 June , a copy of which is attached. He reviewed the report, stating that as of June 2014, the District's 2013 taxes are 99.17% collected and the 2012 taxes are 99.84% collected. Mr. Fortner also presented checks nos. 2442-2449 for payment.

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 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 June 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 92%.

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.

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 Schoelman, 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 Schoelman 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 the engineer for Harris County MUD No. 261 has submitted the report to the TCEQ 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 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. Sharkey 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. Mr. Sharkey stated that the lines in Section 1 were televised several years ago. He stated that the next step would be to televise the lines in Sections 2 and 3. The Board discussed options for financing the preventive maintenance contemplated by the asset management program.

After discussion, Director Going moved that the Board approve the engineer's report. Director North 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 Confirming Annual Review of Investment Policy

Mr. Lord then reported that the District must conduct an annual review of its investment policy. He stated that there are no changes recommended for the investment policy at this time, but noted that the bookkeeper had requested that the broker/dealer be amended to add Central Bank of Houston. After discussion, Director Going moved that the Board adopt the Resolution as presented. Director North seconded the motion and it carried by unanimous vote.

BUILDING OFFICE MANAGER'S REPORT

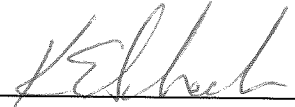
Director Schoelman reported that Ms. Lueb had informed him that the building requires a dedicated phone line for the alarm system.

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

Director Mendel reported on matters discussed at the June meeting. He stated that the blower replacement will be bid soon.

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




Secretary, Board of Directors

ATTACHMENTS

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