

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

March 17, 2015

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 March 17, 2015, 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 except Director North, thus constituting a quorum.

Also present were Mary Lutz of McLennan & Associates; Ryan Fortner of Wheeler & Associates; D. J. White, Gene Connor and Eric Martin of TOPS; Shawn Sharkey of Jacobs Engineering Group, Inc.; Sergeant Lowery and Constable Jennifer McCants of the Harris County Constable's Office, Precinct 4; Debbie Russell of Bracewell & Giuliani LLP and Rhonda Jurasinski and Karen Hlavenka, residents of the District.

APPEARANCES BEFORE THE BOARD

Ms. Jurasinski addressed the Board regarding the improper payment of her tax bill. She stated that she had attempted to pay by credit card, but the charge never cleared the account. She then stated that she wrote a check for the tax bill, but that it was for the amount of taxes for the previous year and not sufficient to cover her 2014 taxes. Ms. Jurasinski stated that as a result, her account was charged penalty and interest because the full payment was late and she requested that the Board waive same. After lengthy discussion, Director Going moved that because Ms. Jurasinski attempted to pay her taxes in good faith, the Board waive the penalty and interest on her account. Director Schoelman seconded the motion and it carried by unanimous vote.

SECURITY REPORT

Constable McCants reported on security matters within the District for the month of February 2015.

APPOINT NEW DIRECTOR

The Board next considered appointing Ms. Hlavenka to the Board to fill the unexpired term of Don Farrell. After discussion, Director Schoelman moved that the Board appoint Ms. Hlavenka to the Board. Director Going seconded the motion and it carried by unanimous vote.

Ms. Hlavenka then took her oath of office and executed her sworn statement and bond. Upon a motion made by Director Schoelman and seconded by Director Going, the Board voted unanimously to approve the bond, oath and sworn statement of Director Hlavenka.

DISTRICT REGISTRATION FORM

Ms. Russell informed the Board that the District is required to file an updated District Registration Form reflecting the appointment of Director Hlavenka with the TCEQ. Director Hlavenka moved that the Board authorize the preparation and filing of the updated District Registration Form. Director Schoelman seconded the motion and it carried unanimously.

APPROVE MINUTES

The Board reviewed the minutes of February 17, 2015. Following discussion, upon a motion made by Director Schoelman and seconded by Director Going, the Board voted unanimously to approve the minutes of February 17, 2015 as submitted.

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

Ms. Lutz presented the bookkeeper's report, a copy of which is attached to these minutes, for the period February 17, 2015 to March 17, 2015. 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 February 28, 2015.

Following discussion on the bookkeeper's report, upon a motion made by Director Schoelman and seconded by Director Going, 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 February, a copy of which is attached. He reviewed the report, stating that as of February 2015, the District's 2014 taxes are 96.94% collected and the 2013 taxes are 99.60% collected. Mr. Fortner also presented checks nos. 2483-2494 for payment.

Following discussion on the tax assessor/collector's report, upon a motion made by Director Going and seconded by Director Schoelman, 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. Director Mendel questioned the status of the Walter Paige account. Mr. Fortner stated that he would contact the delinquent tax attorney and report on same at the next meeting. The Board took no action in connection with the delinquent tax attorney's report.

OPERATOR'S REPORT

Mr. Martin presented the operator's report for February 2015, a copy of which is attached to these minutes.

Mr. Martin then reviewed a joint water production and accountability report with the Board and reported that water accountability for the prior month was 90%.

Mr. Martin reported on repairs and maintenance at District facilities.

Mr. Martin next reported that he had taken water samples from District wells to determine whether metals might be present contributing to the metals in the effluent at the White Oak Plant. He stated that the samples revealed the presence of copper, nickel and zinc. The Board discussed whether the addition of polyphosphate to the water would eliminate the metals. Mr. Sharkey stated that polyphosphate will generally work well on iron and magnesium, but he stated that he was not sure if it would be effective with the metals found in the District's water.

Mr. Martin then reported that lift pump one on lift station no. three will eventually need to be replaced. He presented a proposal in the amount of \$9,415 to replace same. The Board stated that the operator should wait on replacing the pump until it actually fails.

Following discussion on the operator's report, upon a motion made by Director Going and seconded by Director Hlavenka, 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. Mr. Martin 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 Schoelman to terminate utility service to customers with delinquent accounts. Director Hlavenka 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. Sharkey reported that the District received a response to the request for an extension of time to September 30, 2016, for completion of the generator project in connection with the response to the Elevated Storage Tank Waiver Application. He reported that the TCEQ response stated that there was no need for an extension, but indicated that the District should reapply for the waiver of the elevated storage tank after installation of the generator. Mr. Sharkey stated that it will prepare the plans for the generator so that the District will be ready to proceed with installation when necessary. He stated that he will bring a proposal for same to the next meeting.

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

Mr. Sharkey reported that The Trey Evans Co. has been unable to commence work on the recoating project due to the cold wet weather. He stated that the contractor expected to be able to start work on March 16, 2015.

Consent to Assignment of Utility Commitment Letter

Ms. Russell then informed the Board that Vista Equities Group sold the tract of land for the proposed office building located near the southeast corner of the intersection of Gessner Road and Philippine Street and wishes to assign the utility commitment letter for the tract to the new owner, Maximillian Real Estate, LLC. Upon a motion made by Director Going and seconded by Director Mendel, the Board voted unanimously to approve the Consent to Assignment of Utility Commitment Letter as requested, a copy of which is attached as an exhibit to these minutes.

ATTORNEY'S REPORT

Accept Certificate Declaring Unopposed Status of Candidates

Ms. Russell next presented the Certificate Declaring Unopposed Status of Candidates for Election to the Board, a copy of which is attached to these minutes. She stated the certificate provides that two applications were received for the two positions that would have appeared on the ballot for the election since Director Hlavenka withdrew her application for a place on the ballot. After discussion, Director Going moved that the Board accept the Certificate as presented. Director Schoelman seconded the motion and it carried by unanimous vote.

Adopt Order Declaring Unopposed Candidates Elected to Office

Ms. Russell next presented the Order Declaring Unopposed Candidates Elected to Office, a copy of which is attached as an exhibit to these minutes. Upon a motion made by Director Going and seconded by Director Schoelman, the Board voted unanimously to adopt the Order as presented.

Adopt Order Cancelling the Election

Ms. Russell then presented the Order Cancelling the Election, a copy of which is attached as an exhibit to these minutes, and stated that the District is hereby cancelling the May 9, 2015, Directors' Election. Upon a motion made by Director Going and seconded by Director Schoelman, the Board voted unanimously to adopt the Order as presented.

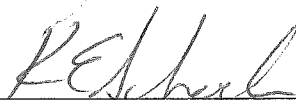
BUILDING OFFICE MANAGER'S REPORT

There was no report from the building office manager for the month.

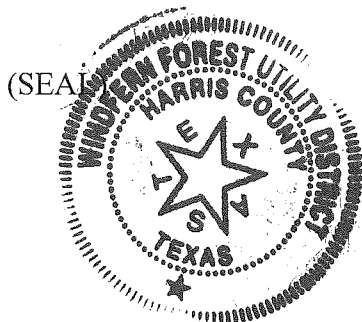
REPORT ON MATTERS DISCUSSED AT THE MEETING OF THE WHITE OAK BAYOU JOINT POWERS BOARD

Director Mendel reported on matters discussed at the February meeting.

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



Secretary, Board of Directors



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