

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

April 21, 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 April 21, 2015, and the roll was called of the duly constituted officers and members of the Board, to wit:

Eddie Mendel	President
Kurt Schoelman	Secretary/Treasurer
Shari North	Assistant Secretary
Pat Going	Director
Karen Hlavenka	Director

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

Also present were Mary Lutz of McLennan & Associates; Ray Arce of Wheeler & Associates; 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; Clark Lord and Debbie Russell of Bracewell & Giuliani LLP and Carol Lueb, DAB manager.

SECURITY REPORT

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

ELECT OFFICERS

Director Mendel moved that the Board elect him as President, Director Going as Vice President, Director Schoelman as Secretary, Director North as Assistant Secretary and Director Hlavenka as Assistant Vice President. Director North seconded the motion and it carried by unanimous vote.

APPROVE MINUTES

The Board reviewed the minutes of March 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 March 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 March 17, 2015 to April 21, 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 March 31, 2015.

Following discussion on the bookkeeper's report, upon a motion made by Director North 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. Arce next presented the tax assessor/collector's report for the month of March, a copy of which is attached. He reviewed the report, stating that as of March 2015, the District's 2014 taxes are 97.80% collected and the 2013 taxes are 99.61% collected. Mr. Arce also presented checks nos. 2495-2500 for payment.

Following discussion on the tax assessor/collector's report, upon a motion made by Director Going 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

There was no delinquent tax attorney's report for the month.

OPERATOR'S REPORT

Mr. Martin presented the operator's report for March 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 91%.

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

Mr. Martin next requested authorization to turn ten accounts over to collections.

Director Mendel stated that he wants the operator to use water from water well no. 2 instead of the water from the City of Houston. He stated that it was poor management of the water supply.

Following discussion on the operator's report, upon a motion made by Director Schoelman and seconded by Director Going, the Board voted unanimously to approve the operator's report and authorize the transfer of the ten accounts to collection.

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 Going 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:

Water Well No. 3

Mr. Sharkey reported on a problem at water well no. 3 that will be repaired by W.W. Payton since the well is still under warranty.

Elevated Storage Tank Waiver Application

Mr. Sharkey had nothing to report in connection with the waiver application.

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

Mr. Sharkey presented and recommended for payment Pay Estimate No. 1 in the amount of \$65,200 from The Trey Evans Co. He reported that when he went out to the job site to check on the pay estimate, he observed several deficiencies in the tank. Mr. Sharkey explained that there are major structural issues that need attention and recommended that the Board authorize the replacement of six-foot sections of all of the rafters in the tank and patch the areas where holes had formed. He also recommended that the Board authorize thickness measurements following the recoating. Mr. Sharkey then presented a proposal from HTS for inspection of the tank. He stated that he can request that they also measure for thickness. Mr. Sharkey next presented Change Order No. 1 in the amount of \$39,500 which includes an extension of time due to the inclement weather and an additional five days to the contract for replacement of rafters and patches. He also requested approval of an additional services authorization for his firm in the amount of \$9,425 associated with the additional work on the ground storage tank

After review and discussion, Director Going moved that the Board approve Pay Estimate No. 1, Change Order No. 1, the additional services proposal from Jacobs and the proposal from HTS for inspection services. Director Schoelman seconded the motion and it carried unanimously.

Emergency Generator at Water Plant No. 1

Mr. Sharkey informed the Board that the estimated cost for the installation of an emergency generator at water plant no. 1 is \$400,000 and that the fee for engineering services, including a water plant site survey, electrical engineering services and project representation is \$55,000. He stated that he will have a proposal for same at the next meeting. Director

Mendel
Schoelman questioned the price for a smaller generator. Mr. Sharkey stated that he would have to check with the City of Houston to determine whether a smaller generator will be in compliance with the City's requirements.

Polyphosphate Sequestering Systems

Mr. Sharkey stated that he has been in communication with NAPCO regarding the effectiveness of polyphosphate sequestering systems at the District's water plant facilities, but has not received a final report. He stated that he doesn't recommend this process for the metals present in the District's water.

Acclaim Energy Request

Mr. Sharkey stated that one of the engineers in his office will analyze what Acclaim Energy is offering on water plant no. 1 and will have a report at the next meeting.

After discussion, Director Going moved that the Board accept the engineer's report. Director North seconded the motion and it carried unanimously.

BUILDING OFFICE MANAGER'S REPORT

Ms. Lueb informed the Board that all of the lights in the meeting room need to be replaced with LED lights at a cost of \$3,000. Upon a motion made by Director Schoelman and seconded by Director North, the Board voted unanimously to authorize the replacement of the lights as requested.

The Board then discussed the fountain outside the building and authorized Ms. Lueb to have the fountain removed and the piping for same capped.

The Board then discussed the condition of the fencing around the grounds of the building. Ms. Lueb stated that she will get prices for rehabilitating the problem areas. Director Schoelman stated that he would work with Ms. Lueb in reviewing the options for the fence.

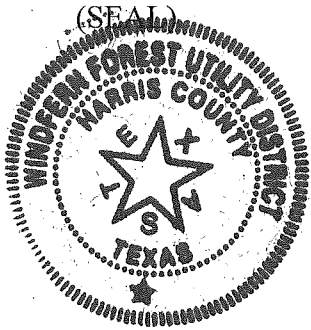
REPORT ON MATTERS DISCUSSED AT THE MEETING OF THE WHITE OAK BAYOU JOINT POWERS BOARD

Director Mendel reported on matters discussed at the March meeting. He stated that an initial estimate for addressing the reduction of minerals at the plant is five million dollars. Director Mendel stated that the White Oak Board engaged Allan Plummer Associates to review the recommendation of Jones & Carter.

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



Secretary, Board of Directors



ATTACHMENTS

bookkeeper's report1
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engineer's report3