

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

June 23, 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 June 23, 2015, and the roll was called of the duly constituted officers and members of the Board, to wit:

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

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

Also present were Mary Lutz of McLennan & Associates; Ryan Fortner of Wheeler & Associates; Eric Martin of TOPS; Shawn Sharkey of Jacobs Engineering Group, Inc.; Lieutenant Jolly and Constable Jennifer McCants of the Harris County Constable's Office, Precinct 4; Carol Lueb of the DAB; Clark Lord and Debbie Russell of Bracewell & Giuliani LLP and Mike Towns of Alamo Fence.

SECURITY REPORT

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

ELECTRICITY CONTRACT – ACCLAIM ENERGY

Mr. Lord presented an agreement with MP Energy Texas LLP for electricity for District facilities for 0.04673 per kilowatt hour for a term of 48 months. After discussion, Director Schoelman moved that the Board approve the agreement as presented. Director North seconded the motion and it carried by unanimous vote.

APPROVE MINUTES

The Board reviewed the minutes of May 19, 2015. Following discussion, upon a motion made by Director Schoelman and seconded by Director Going, the Board voted unanimously to approve the minutes of May 19, 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 May 19, 2015 to June 23, 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 May 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. Fortner next presented the tax assessor/collector's report for the month of May , a copy of which is attached. He reviewed the report, stating that as of May 2015, the District's 2014 taxes are 98.64% collected and the 2013 taxes are 99.65% collected. Mr. Fortner also presented checks nos. 2506-2510 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.

OPERATOR'S REPORT

Mr. Martin presented the operator's report for May 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 92%.

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

Mr. Martin next reported that there are 330 meters in the District with usage in excess of one million gallons. He recommended that the Board consider a meter replacement program at a cost of \$95.00/meter. The Board requested that the replacement of the meters be conducted at the rate of approximately 30 to 40 per month.

Mr. Martin then reported that a fire hydrant inspection revealed that seven hydrants are completely inoperable and should be repaired.

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, authorize the meter replacement program at a rate of 30 to 40 per month and authorize the repair of the inoperable fire hydrants.

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 Going to terminate utility service to customers with delinquent accounts. Director North seconded the motion, which carried by unanimous vote.

DISTRICT INSURANCE RENEWAL

Mr. Lord presented proposals from Arthur J. Gallagher & Co. for renewal of the District's insurance. After review and discussion, Director Going moved that the Board approve the proposals for the District's insurance coverage. Director Schoelman seconded the motion and it carried unanimously.

ENGINEER'S REPORT

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

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

Mr. Sharkey reported that The Trey Evans Co. has completed the recoating project. He stated upon completion a dry film thickness test was conducted and some deficiencies were found. Mr. Sharkey stated that the deficiencies on the outside were corrected, but because of the need to return the plant to operation, the deficiencies inside the tank were not addressed. He stated that the final pay estimate will be reduced due to the deficiency and presented at the July Board meeting.

Emergency Generator at Water Plant No. 1

Mr. Sharkey informed the Board that the subconsultant contracts for the generator project are being negotiated and that upon execution of same, the site survey will be scheduled and the final generator sizing will be completed.

Mr. Sharkey next reported that he had not received any documentation from Acclaim Energy.

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

BUILDING OFFICE MANAGER'S REPORT

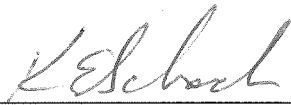
The Board discussed the fence replacement project for the DAB and reviewed a proposal from Alamo Fence. Director Mendel requested that Ms. Lueb get a proposal for repair of the current fence before making a final decision on the project. The Board deferred action on the matter.

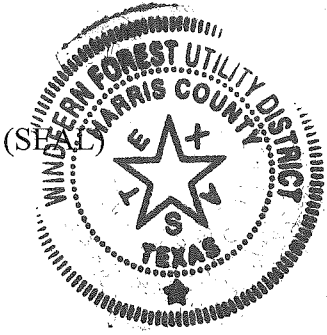
Ms. Lueb next discussed the discoloration of the sign in front of the DAB and the need to pressure wash the same. After further discussion, the Board authorized the purchase of a new power washer for use at the DAB.

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 White Oak Board received a good bid for the cleaning of the digester at the Plant.

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


Secretary, Board of Directors



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