THE WOODLANDS TOWNSHIP

BOARD OF DIRECTORS

REGULAR BOARD MEETING

JANUARY 26, 2011

MINUTES

THE STATE OF TEXAS §

COUNTIES OF HARRIS & MONTGOMERY §

The Board of Directors of The Woodlands Township met in regular session, open to the public, on January 26, 2011, posted to begin at 5:00 p.m. The meeting was held in a meeting room at The Woodlands Waterway Marriott Hotel and Convention Center, 1601 Lake Robbins Drive, The Woodlands, Texas, within the boundaries of The Woodlands Township.

DIRECTORS PRESENT: Chairman Bruce Tough, Vice Chairman Lloyd Matthews, Secretary Claude Hunter, Treasurer Ed Robb, Director Nelda Blair**, Director Tom Campbell, and Director Peggy Hausman

DIRECTORS ABSENT: **Indicates arrived late

STAFF/ADVISORS: Don Norrell, President/General Manager, John Powers, Assistant General Manager Community Services, Monique Sharp, Assistant General Manager of Finance & Administration, Fire Chief Alan Benson, Susan Welbes, Director of Human Resources, Nick Wolda, Director of Community Relations/CVB President, Miles McKinney, Legislative Affairs & Transportation Manager, Karen Dempsey, Management Analyst, Mary Connell, Community Relations Manager, Mike Page and Bret Strong, Legal Counsel

CALL TO ORDER;

Chairman Tough called the meeting to order at 5:00 p.m. and declared that notice of this meeting was posted 72 hours in advance at the Courthouses of Montgomery and Harris Counties and inside the boundaries of The Woodlands Township at the office building located at 10001 Woodloch Forest Drive, Suite 600, The Woodlands, Texas. As there was a quorum of members present, the Board proceeded to conduct business regarding the following matters.

CONSIDER AND ACT UPON ADOPTION OF MEETING AGENDA(S);

Chairman Tough called for a motion and second to adopt the regular and supplemental meeting agendas.

MOTION: Motion by Treasurer Robb; second by Director Campbell

VOTE: **Ayes:** Chairman Tough
Vice Chairman Matthews
Secretary Hunter
Treasurer Robb
Director Campbell
Director Hausman
Nays: None
Abstentions: None
Absent: Director Blair
ACTION: Motion passed unanimously.

RECOGNIZE PUBLIC OFFICIALS;

Chairman Tough recognized the following individuals:

- **Tommy Gage**, Montgomery County Sheriff

The Public Official's Sign-In Sheet is attached hereto as Exhibit "A".

PUBLIC COMMENT;

The following members of the public addressed the Board:

- **Jack O'Sullivan**-requested to speak following Board discussion of agenda item 11 regarding the Grogan's Mill overpass proposal
- **Dave Oseng**-property taxes
- **Syl Kontowicz**-no comment

The Public Comment Roster is attached hereto as Exhibit "B".

RECEIVE AND CONSIDER THE LAW ENFORCEMENT REPORT FROM DIRECTOR OF LAW ENFORCEMENT, MARIAN LECK;

Note: Director Blair arrived at this point.

Marian Leck presented the following law enforcement report:

- Deputy Mark Uber selected as the K-9 deputy
- Deputy Tom Conklin returned to foot patrol duty along the Waterway
- 2011 law enforcement contract going through Commissioner's Court process
- Harris County deputy should be in place by mid February
- Update on crime status and trends
- Update on equipment status
- Update on Police-Community Partnership activities
- Report on overtime programs

RECEIVE AND CONSIDER REPORTS FROM VILLAGE ASSOCIATION REPRESENTATIVES;

Reports were provided by the following Village Association (VA) representatives:

Alden Bridge VA-Steve Leakey reported that Sergeant Cassidy presented a law enforcement report at their last meeting; Karen Hoylman was guest speaker; applications for scholarships currently being accepted; report on village election

Cochran's Crossing VA-Brian Duelm reported that the association is accepting scholarship applications; Sergeant Cassidy presented a law enforcement report at the last meeting

College Park VA-Larry Faith reported that Sergeant Cassidy presented a law enforcement report; Christmas lighting and decorating contest was held in December; urged participation in the upcoming village election

Grogan's Mill VA-No report

Indian Springs VA-Eric Thomas reported that the Association had a Christmas lighting contest; launching website with high school art students participating in a logo project; Ron Kostelny stepping down as President

Creekside Park VA-No report

Panther Creek VA-No report

Sterling Ridge VA-Phillip Givens presented an annual report at the January 20, 2011 Board Workshop

The Village Association Representatives' Sign In Sheet is attached hereto as Exhibit "C".

CONSENT AGENDA:

(This agenda consists of non-controversial or "housekeeping" items required by law that will be placed on the Consent Agenda at the next Board Meeting and may be voted on with one motion. Items may be moved from the Consent Agenda to the Regular Agenda by any Board Member making such request.)

CONSIDER AND ACT UPON THE CONSENT AGENDA;

(a) Approve the minutes of the November 10, 2010 Special Meeting, November 11, 2010 Workshop and November 17, 2010 Regular Meeting of the Board of Directors of The Woodlands Township;
(b) Accept report on a donation from Sadler Clinic of the sculpture "Summertime Sculpture";
(c) Adopt a Resolution in Support of the Texas Recreation and Parks Account Local Park Grant Program and the Texas State Park System;
(d) Approve the 2011 boat rental fees and operating schedule for Riva Row Boat House and rental fees and operating schedule for the Recreation Center;
(e) Adopt a Resolution Adopting a List of Qualified Brokers Authorized to Engage in Investment Transactions with The Woodlands Township;
(f) Approve a service agreement with the Panther Creek Village Association for the Flea Market;
(g) Accept report from staff regarding proposals for Governance Planning Consulting Services (item to be brought back to the Board in February);
(h) Accept report from staff regarding selection of a consultant for Law Enforcement Study (item to be brought back to the Board in February);
(i) Approve service agreements between the Village Associations and The Woodlands Township and authorize the President/General Manager to sign the agreements in connection therewith;
(j) Accept the proposal from Clark Condon Associates to perform the combined studies for sport fields, competitive aquatics and parks, pools and related amenities and authorize the President/General Manager to execute a professional services agreement;
(k) Authorize the Montgomery County Sheriff's Office to replace 21 law enforcement vehicles in 2011 with Chevrolet Tahoe police package vehicles (vehicle and equipment) at a cost of approximately $987,000;

(l) Approve the purchase of a new fire apparatus from Martin Apparatus, Inc., authorized dealer for Pierce Manufacturing Company, in the amount not to exceed $490,133;
(m) Authorize the President/General Manager to execute the Sanitary Sewer Easement with Montgomery County Water Control & Improvement District No. 1 contingent upon final review and approval of legal counsel;
(n) Approve the establishment of an online payment system through the Township's website for Covenant Administration application and compliance fees;

Chairman Tough called for a motion and second to adopt the Consent Agenda.

MOTION: Motion by Director Campbell; second by Secretary Hunter
VOTE: **Ayes:** Chairman Tough
Vice Chairman Matthews
Secretary Hunter
Treasurer Robb
Director Blair
Director Campbell
Director Hausman
Nays: None
Abstentions: None
Absent: None
ACTION: Motion passed unanimously.

Executive Summaries, resolutions and supporting materials for Consent Agenda items are attached hereto collectively as Exhibit "D".

REGULAR AGENDA:

CONSIDER AND ACT UPON THE FINANCIAL REPORT;

Monique Sharp presented the Financial Report and referred the Board to handout material containing the General Purpose Financial Statements as of and for the eleven months ended November 30, 2010. After a review of the Combined Financial Statements and Monthly Investment Report, a report on the General Fund Budget vs. Actual was presented. Ms. Sharp then reported on year-to-date December numbers for sales tax collections, hotel occupancy tax collections, and property tax collections. Board discussion followed. Chairman Tough then called for a motion and second to approve the Financial Report.

MOTION: Motion by Director Campbell; second by Director Blair
VOTE: **Ayes:** Chairman Tough
Vice Chairman Matthews
Secretary Hunter
Treasurer Robb
Director Blair
Director Campbell
Director Hausman
Nays: None
Abstentions: None
Absent: None
ACTION: Motion passed unanimously.

The Financial Report is attached hereto as Exhibit "E".

CONSIDER AND ACT UPON SUPPORT OF LEGISLATION TO MITIGATE THE IMPACT OF THE 2010 CENSUS ON STATE TRANSPORTATION FUNDING;

This item was pulled from the agenda.

CONSIDER AND ACT UPON APPROVAL OF THE 2011 POOL FEES AND OPERATING SCHEDULE OF THE COMMUNITY POOLS;

Chairman Tough called on John Powers to present this item. Mr. Powers provided a summary of this item as outlined in an Executive Summary. In addition, Mr. Powers provided supplemental information regarding the Senior Discount Pass. Board discussion followed. Chairman Tough then called for a motion and second to adopt the 2011 Pool Schedule and Pool Fee Schedule as presented.

MOTION: Motion by Treasurer Robb; second by Director Hausman to adopt the recommended action with the exception of changing the age limit for a Senior Pass from 55 to 65

VOTE:
Ayes: Chairman Tough
Secretary Hunter
Treasurer Robb
Director Blair
Director Campbell
Director Hausman
Nays: Vice Chairman Matthews
Abstentions: None
Absent: None

ACTION: Motion passed.

The Executive Summary and Addendum to the Executive Summary for this item are attached hereto collectively as Exhibit "F".

CONSIDER AND ACT UPON APPROVAL OF A RESOLUTION OF SUPPORT FROM THE GROGAN'S MILL VILLAGE ASSOCIATION REGARDING IMPROVEMENTS TO THE PEDESTRIAN BRIDGE ACROSS GROGAN'S MILL ROAD;

Chairman Tough called on Deborah Sargeant, President of the Grogan's Mill Village Association (GMVA) to present this item. Ms. Sargeant began her presentation by reading a resolution adopted at the regular GMVA Board meeting on November 15, 2010. The resolution formally requested that The Woodlands Township support a proposed pedestrian bridge beautification project at Sawmill and Grogan's Mill Roads. Following Ms. Sargeant's presentation, Dr. Bruce Webb, pastor of First Baptist Church of The Woodlands and Chris Adams, a consultant with S.L.I. Architecture firm were introduced. Pastor Webb recounted how the idea for the bridge project started and Mr. Adams reviewed proposed bridge renovation plans and cost estimates for the project.

Following the presentations, Chairman Tough informed the Board that this item was for information sharing only. The Chair suggested that any member who desired further consideration of this item should wait to make this request where appropriate on the meeting agenda. Secretary Hunter then moved to receive and file the GMVA report. No second was offered; the motion died.

Public comment: Mr. Jack O'Sullivan expressed his approval of improvements to the pedestrian bridge, but stated that he did not like the look of the sign atop the bridge as presented in drawings of the proposed renovation plans.

CONSIDER AND ACT UPON APPROVAL OF THE 2011 PARKS AND RECREATION CAPITAL IMPROVEMENT PROJECTS, APPROVAL OF A 2011 BUDGET AMENDMENT IN CONNECTION WITH 2010 CAPITAL PROJECT CARRYOVERS, AND AUTHORIZE THE PRESIDENT/GENERAL MANAGER TO APPROVE PROGRESS PAYMENTS, INVOICES, DRAWS AND REIMBURSEMENTS IN CONNECTION THEREWITH;

Chairman Tough called on John Powers to present this item. Mr. Powers presented a summary of this item as outlined in an Executive Summary. Following Mr. Powers' presentation, Monique Sharp was called on to present a budget amendment to the 2011 Parks and Recreation Capital Budget as outlined in an Executive Summary. Board discussion followed.

Chairman Tough then called for a motion and second to approve the 2011 Parks and Recreation Capital Projects schedules and budgets as submitted and authorize the President/General Manager to approve all invoices, progress payments, draws and reimbursements. In addition, the motion and second included approval of an amendment to the 2011 Parks and Recreation Capital Budget in an amount equal to $1,641,337 for certain new development projects in the Town Center area and in an amount equal to $544,883 for certain park improvement projects throughout The Woodlands Township as presented.

MOTION: Motion by Vice Chairman Matthews; second by Director Campbell
VOTE: **Ayes:** Chairman Tough
Vice Chairman Matthews
Secretary Hunter
Treasurer Robb
Director Blair
Director Campbell
Director Hausman
Nays: None
Abstentions: None
Absent: None
ACTION: Motion passed unanimously.

The Executive Summaries for this item are attached hereto collectively as Exhibit "G".

CONSIDER AND ACT UPON APPROVAL OF A RECOMMENDATION TO THE BOARD OF DIRECTORS REGARDING NUMBERING OF POSITIONS FOR THE MAY ELECTION;

Chairman Tough called on Mike Page to discuss this item. Following Mr. Page's comments, the following action was recommended: Number positions for the May election as Position 5, Position 6 and Position 7. Board discussion followed. The Chair then called for a motion and second to number positions for the May election as recommended.

MOTION: Motion by Director Blair; second by Secretary Hunter
VOTE; **Ayes:** Chairman Tough
Vice Chairman Matthews
Secretary Hunter
Treasurer Robb
Director Blair
Director Campbell
Director Hausman
Nays: None
Abstentions: None
Absent: None

ACTION: Motion passed unanimously.

SUPPLEMENTAL AGENDA:

Note: The next two items were acted upon jointly under one motion and second.

CONSIDER CALLING DIRECTORS ELECTION TO BE HELD ON MAY 14, 2011 AND DETERMINE PROCEDURE FOR GIVING NOTICE OF SAME AND THE ADOPTION OF AN ORDER IN CONNECTION THEREWITH;

Chairman Tough called on Mike Page to discuss this item. Mr. Page provided background information on this item and pointed out that Exhibit "A" (map) of the Order is in the process of being updated. Also election judges have yet to be determined but will be appointed by Supplemental Order at the next Board meeting. In addition, Mr. Page commented on the method of giving notice of the election. Board discussion followed.

CONSIDER APPOINTMENT OF AN AGENT FOR THE TOWNSHIP IN CONNECTION WITH THE DIRECTORS ELECTIONS; AND

Mr. Page informed the Board that the Order Calling Directors Election appoints Don Norrell, President/General Manager of the Township as the agen t for the Township in connection with the Directors election. Board discussion followed.

Chairman Tough then called for a motion and second to include items 1 and 2 of the Supplemental Agenda. Item #1: Call Directors election to be held on May 14, 2011, determine procedure for giving notice of same and adopt an Order in connection therewith. Item #2: Appoint the President/General Manager of the Township, Don Norrell as the agent for the Township in connection with the Directors election on May 14, 2011.of the Township.

MOTION: Motion by Vice Chairman Matthews; second by Secretary Hunter
VOTE: **Ayes:** Chairman Tough
Vice Chairman Matthews
Secretary Hunter
Treasurer Robb
Director Blair
Director Campbell
Director Hausman
Nays: None
Abstentions: None
Absent: None
ACTION: Motion passed unanimously.

An Order Calling Directors Election is attached hereto as Exhibit "H".

CONSIDER COMPENSATION TO BE PAID TO ELECTION OFFICIALS;

Mr. Page recommended that this item be deferred until election judges have been determined.

REGULAR AGENDA CONT.:

CONSIDER AND ACT UPON APPROVING AND AUTHORIZING EXECUTION OF A JOINT ELECTION AGREEMENT WITH MONTGOMERY COUNTY, TEXAS;

Chairman Tough called on Mike Page to present this item. Mr. Page provided a summary of this item as outlined in an Executive Summary. The Board was also informed that at the present time Montgomery County, Texas is not sure they will have an election in May. Mr. Page suggested that the Board approve and authorize the President/General Manager to execute a Joint Election agreement with an overlapping entity participating in the May election in the event Montgomery County, Texas does not hold an election. Board discussion followed. Chairman Tough then called for a motion and second to approve and authorize the President/General Manager to execute a Joint Election agreement with Montgomery County, TX.

MOTION: Motion by Director Campbell; second by Director Hausman

Mr. Page reminded the Chair of the need to **remove Montgomery County, TX** from the previously stated motion and second. Directors Campbell and Hausman accepted the amendment. Chairman Tough then called for a vote on the amended motion.

VOTE: **Ayes:** Chairman Tough
Vice Chairman Matthews
Secretary Hunter
Treasurer Robb
Director Blair
Director Campbell
Director Hausman
Nays: None
Abstentions: None
Absent: None
ACTION: Motion passed unanimously.

The Executive Summary for this item and the following two items is attached hereto as Exhibit "I".

CONSIDER AND ACT UPON APPROVING AND AUTHORIZING EXECUTION OF AN ELECTION SERVICES AGREEMENT WITH MONTGOMERY COUNTY, TEXAS;

Chairman Tough called on Mike Page to present this item as outlined in an Executive Summary. Board discussion followed. The Chair then called for a motion and second to approve and authorize the President/General Manager to execute an Election Services agreement with Montgomery County, Texas.

MOTION: Motion by Director Blair; second by Vice Chairman Matthews
VOTE: **Ayes:** Chairman Tough
Vice Chairman Matthews
Secretary Hunter
Treasurer Robb
Director Blair
Director Campbell
Director Hausman
Nays: None
Abstentions: None

Absent: None
ACTION: Motion passed unanimously.

CONSIDER AND ACT UPON AUTHORIZING EXECUTION OF AN AGREEMENT WIH PREMIER ELECTION SYSTEMS FOR THE RENTAL OF ELECTRONIC VOTING SYSTEMS;

Chairman Tough called on Mike Page to present this item as outlined in an Executive Summary. Board discussion followed. Chairman Tough then called for a motion and second to approve and authorize the President/General Manager to execute an agreement with Election Systems & Software, Inc. (f/k/a Premier Election Solutions, Inc.) for the rental of electronic voting systems.

MOTION: Motion by Secretary Hunter; second by Director Campbell
VOTE: **Ayes:** Chairman Tough
Vice Chairman Matthews
Secretary Hunter
Treasurer Robb
Director Blair
Director Campbell
Director Hausman
Nays: None
Abstentions: None
Absent: None
ACTION: Motion passed unanimously.

CONSIDER AND ACT UPON AUTHORIZING SUBMISSION TO THE UNITED STATES DEPARTMENT OF JUSTICE OF AN ELECTION PRE-CLEARANCE REQUEST IF NECESSARY;

Chairman Tough called on Mike Page to present this item as outlined in an Executive Summary. Board discussion followed. Chairman Tough then called for a motion and second to authorize submission to the United States Department of Justice of an election pre-clearance request.

MOTION: Motion by Director Blair; second by Director Campbell
VOTE: **Ayes:** Chairman Tough
Vice Chairman Matthews
Secretary Hunter
Treasurer Robb
Director Blair
Director Campbell
Director Hausman
Nays: None
Abstentions: None
Absent: None
ACTION: Motion passed unanimously.

The Executive Summary for this item is attached hereto as Exhibit "J".

CONSIDER AND ACT UPON APPROVAL OF A CONTRACT WITH THE GOODMAN CORPORATION FOR TRANSPORTATION CONSULTING SERVICES FOR THE 2011 CALENDAR YEAR;

Chairman Tough called on Miles McKinney to present this item. Mr. McKinney provided introductory comments and then called on Barry Goodman, The Goodman Corporation, to provide additional

information. The Board was provided a memorandum and a Comprehensive Advanced Planning report regarding pre-approval of federal funding for future Township transportation projects. Mr. Goodman presented an overview of each document. Board discussion followed. Chairman Tough then called for a motion and second to approve The Goodman Corporation calendar year 2011 consulting recommendations and authorize the President/General Manager to execute an agreement, on behalf of The Woodlands Township, for the Goodman Corporation's proposed scope of services.

MOTION: Motion by Vice Chairman Matthews; second by Treasurer Robb

Director Campbell then moved to amend the motion to include only Task 2, Legislative and Policy Assistance on 2010 Census and Montgomery County Transit District: $30,000; Director Hausman seconded the motion. Board discussion followed. The vote on the amended motion follows:

VOTE: **Ayes:** Director Campbell
Director Hausman
Nays: Vice Chairman Matthews
Secretary Hunter
Treasurer Robb
Director Blair
Abstentions: Chairman Tough
Absent: None
ACTION: Motion was defeated.

Further discussion followed. Chairman Tough then called for a vote on the original motion to approve The Goodman Corporation calendar year 2011 consulting recommendations, etc.

VOTE: **Ayes:** Chairman Tough
Vice Chairman Matthews
Secretary Hunter
Treasurer Robb
Director Blair
Nays: Director Campbell
Director Hausman
Abstentions: None
Absent: None
ACTION: Motion passed.

Copies of the Executive Summary and Memorandum for this item are attached hereto collectively as Exhibit "K".

CONSIDER AND ACT UPON APPROVAL OF A TAX ABATEMENT AGREEMENT BETWEEN THE WOODLANDS TOWNSHIP AND FOREST RIDGE OFFICE CONDOS;

Chairman Tough called on Don Norrell to present this item. Mr. Norrell provided a summary of this item as outlined in an Executive Summary. Board discussion followed. Chairman Tough then called for a motion and second on this item.

MOTION: Motion by Treasurer Robb to not approve the tax abatement agreement between The Woodlands Township and Forest Ridge Office Condos; second by Director Campbell
VOTE: **Ayes:** Chairman Tough
Vice Chairman Matthews

Secretary Hunter
Treasurer Robb
Director Blair
Director Campbell
Director Hausman

Nays: None
Abstentions: None
Absent: None

ACTION: Motion passed unanimously.

The Executive Summary for this item is attached hereto as Exhibit "L".

CONSIDER AND ACT UPON APPROVAL OF A FIRST AMENDMENT TO THE CONSENT AGREEMENT WITH THE WOODLANDS LAND DEVELOPMENT COMPANY;

Chairman Tough called on Mike Page to present this item. Mr. Page provided a summary of this item as outlined in an Executive Summary. Board discussion followed. Chairman Tough then called for a motion and second to approve the First Amendment to Consent Agreement and authorize the Chairman to execute the agreement.

MOTION: Motion by Vice Chairman Matthews; second by Secretary Hunter
VOTE: **Ayes:** Chairman Tough
Vice Chairman Matthews
Secretary Hunter
Treasurer Robb
Director Blair
Director Campbell
Director Hausman

Nays: None
Abstentions: None
Absent: None

ACTION: Motion passed unanimously.

The Executive Summary for this item is attached hereto as Exhibit "M".

CONSIDER AND ACT UPON APPROVAL OF A DESIGN OF A REQUEST FOR PROPOSAL FOR SOLID WASTE AND RECYCLING SERVICES;

Chairman Tough called on John Powers and Lynne Aldrich, Environmental Services Manager, to present his item. Mr. Powers provided introductory comments and then Ms. Aldrich was called on to provide a brief summary of the item as outlined in an Executive Summary. Board discussion followed. Chairman Tough then called for a motion and second to release the Request for Proposals as prepared and presented by R.W. Beck.

MOTION: Motion by Director Blair; second by Vice Chairman Matthews
VOTE: **Ayes:** Chairman Tough
Vice Chairman Matthews
Secretary Hunter
Treasurer Robb
Director Blair
Director Campbell
Director Hausman

Nays: None
Abstentions: None
Absent: None

ACTION: Motion passed unanimously.

The Executive Summary for this item is attached hereto as Exhibit "N".

CLOSED MEETING (IF APPLICABLE):

RECESS TO EXECUTIVE SESSION TO DISCUSS MATTERS RELATING TO REAL PROPERTY PURSUANT TO §551.072, TEXAS GOVERNMENT CODE; DELIBERATION OF ECONOMIC DEVELOPMENT NEGOTIATIONS PURSUANT TO §551.087, DISCUSS PERSONNEL MATTERS PURSUANT TO §551.074; TEXAS GOVERNMENT CODE' AND TO CONSULT WITH THE WOODLANDS TOWNSHIP'S ATTORNEY CONCERNING PENDING LITIGATION PURSUANT TO §551.071. TEXAS GOVERNMENT CODE;

There was no need for Executive Session.

DISCUSS FUTURE AGENDA/ANNOUNCEMENTS:

CONSIDERATION OF ITEMS TO BE PLACED ON THE AGENDA FOR NEXT MONTH'S MEETING;

- Treasurer Robb requested that the Board have further discussion on the pedestrian overpass bridge across Grogan's Mill Road at the February Board Workshop.
- Director Hausman requested a report on the status of the Capital Reserve Study and Park Improvement Study.

ANNOUNCEMENTS;

There were no announcements.

PUBLIC COMMENT:

There were no comments.

ADJOURNMENT:

As there was no further business to discuss, Chairman Tough called for a motion and second to adjourn the meeting at 6:52 p.m.

MOTION: Motion by Treasurer Robb; second by Director Campbell
VOTE: **Ayes:** Chairman Tough
Vice Chairman Matthews
Secretary Hunter
Treasurer Robb
Director Blair
Director Campbell
Director Hausman
Nays: None
Abstentions: None
Absent: None

ACTION: Motion passed unanimously.

(SEAL)

Claude Hunter
Secretary, Board of Directors

EXHIBIT OMISSIONS*

EXHIBIT "A"	EXHIBIT "H"
EXHIBIT "B"	EXHIBIT "I"
EXHIBIT "C"	EXHIBIT "J"
EXHIBIT "D"	EXHIBIT "K"
EXHIBIT "E"	EXHIBIT "L"
EXHIBIT "F"	EXHIBIT "M"
EXHIBIT "G"	EXHIBIT "N"

***To view Exhibits, please contact the Records Management Analyst at 281-210-3800.**