

MINUTES OF MEETING OF BOARD OF DIRECTORS AND
JOINT WATER PLANT ADVISORY COMMITTEE
July 17, 2018

THE STATE OF TEXAS
COUNTY OF HARRIS
HARRIS COUNTY UTILITY DISTRICT NO. 14 and 15

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Harris County Utility District No. 14 ("No. 14") met in regular session, open to the public, with representatives of Harris County Utility District No. 15 ("No. 15") for a meeting of the Joint Advisory Committee for the Joint Water Plant ("Committee"), at 4455 West Greens Road, Houston, Harris County, Texas, at 6:15 p.m. on Tuesday, July 17, 2018; where Directors Glenn Kruse, Pam Criglow, Mayfield Harris and Emma Smith attended for No. 14, and Directors Eric Goodie, Bridgette Kelley, Phillip Givens, and Leonard Mattox attended for No. 15. Mr. Goodie acted as Chair of the Committee.

Also attending all or portions of the meeting were Mr. Lonnie Lee of Regional Water Corporation ("Regional"), operator for the Joint Water Plant and No. 14; and Mr. Greg Dubiel of Municipal Operations & Consulting, Inc., operator for No. 15; Mr. Robert Atkinson of Edminster, Hindshaw, Russ & Associates, Inc. ("EHRA"), engineer for No. 15; and Ms. Amanda Dykmann of Norton Rose Fulbright US LLP ("NRF"), paralegal for No. 14.

The meeting was called to order in accordance with notice posted pursuant to Chapter 551, Texas Government Code and Section 49.063, Texas Water Code, copies of which are attached hereto as Exhibit "A", and the following business was transacted:

1. Review status of punch list from water plant inspection. The Committee recognized Mr. Lee, who reviewed with the Committee various items from the water plant inspection.

Mr. Lee reported the AC repairs were complete for a cost of \$4,999.99. Mr. Lee stated he will forward a copy of the invoice to 15 and 14.

Mr. Lee stated RCI Roofing had completed the repairs. He said they patched 10 spots that needed to be fixed. The cost of the repairs was \$1,100.00

Mr. Lee reported he received three quotes for replacing the overhead lights in the control room. He stated the lowest quote he received was for \$2,920, and that he would forward a copy of the quote to No. 14 and No. 15.

Mr. Lee reported he scheduled additional mowing of the ditch along the entrance road.

2. Discuss any Joint Water Plant matters and any necessary action. Mr. Lee reviewed with the Committee various items from the Operator's Report, a copy of which is attached hereto as Exhibit "B."

The Committee discussed placing a barrier next to the meter vault to protect it. The Committee suggested placing yellow stakes in the ground to make the meter vault more visible.

The Committee noted No. 15 had a better accountability than No. 14. Mr. Dubiel stated from his experience at other plants, he has seen water back flow when the pump is turned off and on, which may cause the meter to spin faster. Mr. Atkinson suggested the billing should be based on actual usage.

3. **Present proposal for electrical work to storage building.** Mr. Lee stated he would forward a copy of the proposal to No. 14 and No. 15 electronically.

4. **Discuss replacement of lighting at water plant control room and take any necessary action.** This item was addressed previously.

5. **Discuss Joint Water Plant budget and take any necessary action.** The Committee reviewed the budget for the year April 1, 2018 through March 31, 2019, a copy of which is attached hereto as Exhibit "C." Director Goodie stated he did not see any issues with the budget at the present time.

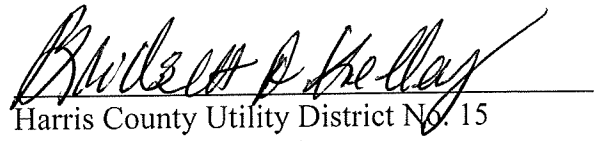
6. **Review draft water plant audit.** The Committee reviewed the Joint Water Plant draft audit for year ending March 31, 2018, a copy of which is attached hereto as Exhibit "D." The Committee noted No. 15 will receive a refund check after the final audit in the amount of \$121,826. Director Kruse presented to and reviewed with the Committee invoices for the well motor, interconnect meter, pressure tank probes and valves, and AC unit, copies of which are attached hereto as Exhibit "E." He reported No. 14 received a check from the insurance provider in the amount of \$45,212 for the well motor. He stated No. 15's portion is \$25,544.

The Committee reviewed a summary sheet of No. 15's portion of expenses and credits, a copy of which is attached hereto as Exhibit "F."

7. **Discuss availability of daily meter readings of Bencrest meter.** Discussion ensued regarding daily meter readings of the Bencrest meter. Mr. Dubiel provided Mr. Lee the name of a contact in his office who can provide the meter readings.

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The foregoing minutes were passed and approved by the Board of Directors of No. 15 on August 28, 2018.


Harris County Utility District No. 15
Secretary, Board of Directors

