

**MINUTES OF MEETING
OF THE
BOARD OF DIRECTORS**

THE STATE OF TEXAS §
COUNTY OF HARRIS §
HARRIS COUNTY UTILITY DISTRICT NO. 15 §

The Board of Directors of Harris County Utility District No. 15 met in special session, open to the public, at its meeting place inside the boundaries of the District, at 4127 Breckenridge, Harris County, Texas on July 31, 2018. The roll was called of the members of the Board of Directors, to-wit:

Eric Goodie	President
Leonard Mattox	Vice President
Bridgett D. Kelley	Secretary
Kevin Mosley	Treasurer
Phillip Givens	Assistant Secretary

All members of the Board were present. Director Mattox entered the meeting before the Director's reports.

Also present were Chris Richardson of Strawn & Richardson, P.C.; Greg Dubiel of Municipal Operations & Consulting, Inc.; Yvonne Luevano of Wheeler & Associates; Arturo Cornejo of Municipal Accounts & Consulting, L.P.; Robert Atkinson of Edminster Hinshaw Russ & Associates; Travis Benes of Environmental Allies; Brian Toldan of McCall Gibson Swedlund Barfoot PLLC; Kelly Snook, Executive Director of the Greens Bayou Coalition; Jamal Singleton of Direct Waste Solutions; and Michael Giampietro of Frontier Waste Solutions.

WHEREUPON, the meeting was called to order by the President, and evidence was presented that public notice of the meeting had been given in compliance with the law.

1. **OPENING PRAYER.** Director Goodie led those assembled in prayer.

2. **MINUTES OF MEETINGS.** The Board next considered approving the minutes of the meetings of June 19, 2018 and June 26, 2018. It was moved by Director Kelley and seconded by Director Givens that the minutes of the meetings of June 19, 2018 and June 26, 2018 be approved, which motion carried unanimously, 4-0.

3. **PUBLIC COMMENTS.** There were no public comments at this time.

The Board discussed the District's participation in the Greenfield Village HOA Security Contract. The Board considered sending a 60-day termination letter to the Greenfield Village HOA for its share of the security contract. The Board stated it will revisit the security contract if the HOA chooses another provider.

Director Mattox entered the meeting at this time.

4. **APPROVAL OF ANNUAL AUDIT FOR FISCAL YEAR ENDED MARCH 31, 2018.** Brian Toldan presented to the Board the Annual Audit Report for the fiscal year ended March 31, 2018. He also reviewed the representation letter.

Following further discussion, a motion by Director Mosley, seconded by Director Mattox and unanimously carried, to approve the Annual Audit Report for the fiscal year ended March 31, 2018.

5. **DIRECTOR'S REPORTS.** Director Goodie appointed Director Mattox to review the insurance coverage. Director Goodie next appointed Director Mosley to review the Legal Fee Agreement and Director Givens to review the Operating Agreement.

Director Mattox reported the current District building needs outside lighting. He requested authorization to purchase the outside lighting.

Director Goodie discussed meeting with the soil testing contractor at the District building site.

Following further discussion, it was moved by Director Givens and seconded by Director Mosley to authorize Director Mattox to purchase the outside lighting for the current District building at a cost not to exceed \$1,000.00, which motion carried unanimously

6. GENERAL MANAGER'S REPORT. Director Givens presented the General Manager's Report. He discussed the District website enhancements. He presented the June website analytics for the Board's review. Director Givens informed the Board the "Drone's Eye" view of the District building site was added to the homepage.

Director Givens stated the bookkeeper is working on a draft budget to be presented for the Board's review at the next building meeting. He stated the building meetings are scheduled for the third Tuesday of each month at 6:00 p.m.

Director Givens informed the Board he and the attorney will review the agreement with Greens Bayou Coalition relating to the placement of voluntary donations on the District's water bill.

Director Givens reported the Geotechnical services have been completed and he anticipates a report by August 3, 2018.

Director Givens presented for the Board's review a spreadsheet comparing the seven proposals for Solid Waste and Recycling Services. Jamal Singleton, with District Waste Solutions, addressed the Board. Michael Giampietro, with Frontier Waste Solutions, also addressed the Board.

Following further discussion, it was moved by Director Mosley, seconded by Director Mattox, and unanimously carried that the General Manager's report be approved, 5-0.

7. VOLUNTARY DONATION AGREEMENT WITH GREENS BAYOU COALITION. The Board tabled this item.

8. JOINT OPERATIONS REPORT. The Board reviewed the Joint Water Plant report for July 2018 and the Joint Wastewater Treatment Plant report for June 2018.

9. TAX ASSESSOR/COLLECTOR REPORT. Yvonne Luevano presented the tax report for June, a copy of which is attached as Exhibit "A". The report reflected the District has collected 98.17% of its 2017 taxes and 99.33% of its 2016 taxes as of June 30, 2018.

Following further discussion, it was moved by Director Kelley and seconded by Director Mosley that the tax assessor/collector's report for the month of June be approved, which motion carried unanimously, 5-0.

10. DELINQUENT TAX REPORT. Ms. Luevano presented the delinquent tax report for the Board's review, a copy of which is attached as Exhibit "B".

Following further discussion, it was moved by Director Kelley and seconded by Director Mosley that the delinquent tax report be approved, which motion carried unanimously, 5-0.

11. BOOKKEEPER'S REPORT, INVESTMENT REPORT AND PAYMENT OF BILLS. Arturo Cornejo presented the bookkeeper's report and Quarterly Investment Report, copies of which are attached as Exhibits "C" and "D", respectively.

Following further discussion, a motion was made by Director Mosley and seconded by Director Mattox that the bookkeeper's report be approved, that the checks listed therein be approved, and that the Quarterly Investment Report be approved. Said motion carried unanimously, 5-0.

12. OPERATOR'S REPORT. Greg Dubiel presented the monthly operator's report, a copy of which is attached as Exhibit "E". Mr. Dubiel reported there are 949 active

connections in the District, 873 garbage accounts, and 21 accounts that are vacant. He also reported the water accountability is 91%.

Mr. Dubiel reviewed the preventative maintenance program and the call log.

Mr. Dubiel next presented the write-off list and delinquent list for approval.

Following further discussion, it was moved by Director Kelley, seconded by Director Mosley that the operator's report be approved, and that the write-off list and delinquent list be approved, which motion carried unanimously, 5-0.

13. DETENTION POND MAINTENANCE REPORT. Travis Benes presented the Detention Pond Maintenance Report.

Following further discussion, it was moved by Director Kelley and seconded by Director Mosley to approve the Detention Pond Maintenance Report, which motion carried unanimously, 5-0.

14. ENGINEER'S REPORT. Robert Atkinson presented the engineer's report, a copy of which is attached as Exhibit "F". Mr. Atkinson discussed the Veterans Memorial Drive project. He stated the project limits for this phase of the project will be from Beltway 8 to FM 1960.

Mr. Atkinson discussed the First Industrial Detention Basin. He reported the surveyor for the developer is preparing exhibits for the property descriptions. He added that the exhibits will make locating the actual properties easier.

Mr. Atkinson discussed the District Building. He reported he spoke with the engineer for the building facility regarding the location of the detention pond discharge. Mr. Atkinson stated the engineer has the discharge going into the storm sewer on Greens Road. He added that the engineer will do some additional research.

Mr. Atkinson informed the Board a building on 11610 Bammel North Houston Road made contact to discuss their building not passing the fire system inspection. He stated they will discuss options with the owner to assist them in their inspection.

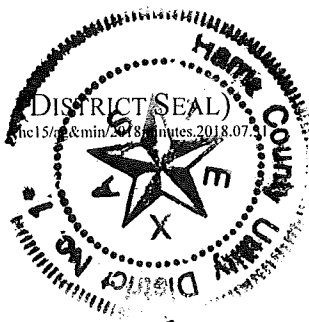
Following further discussion, a motion was made by Director Kelley, seconded by Director Mosley, and unanimously carried that the engineer's report be approved, 5-0.

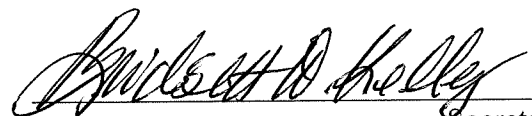
15. FIRST INDUSTRIAL TRACT EASEMENTS AND CONVEYANCES. The Board tabled this item.

16. DIRECTORS ELECTION. Mr. Richardson informed the Board the biennial Directors Election is scheduled for Tuesday, November 6, 2018. The Order Calling Directors Election and Notice of Election were presented for the Board's review and approval, a copy of the Order is attached as Exhibit "G". Mr. Richardson also recommended the Board authorize entering into an agreement with Harris County for election services. Following further discussion, it was moved by Director Mattox and seconded by Director Mosley that the Order Calling Directors Election and Notice of Election be approved, to authorize entering into an agreement with Harris County for election services, and further that the attorneys be authorized to post notice of the election as required by law, which motion carried unanimously.

17. ADJOURNMENT. There being no further business to come before the Board, it was moved by Director Mattox, seconded by Director Mosley that the Board meeting be adjourned, which motion carried unanimously, 5-0.

PASSED, ADOPTED and APPROVED this 28th day of August, 2018.




Secretary