

**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 regular session, open to the public, at its meeting place inside the boundaries of the District, at 4127 Breckenridge, Harris County, Texas on August 28, 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; Darrell Hawthorne of Municipal Accounts & Consulting, L.P.; Paul Anderson of Edminster Hinshaw Russ & Associates; and Travis Benes of Environmental Allies;.

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 July 17, 2018 and July 31, 2018. It was moved by Director Kelley and seconded by Director Mosley that the minutes of the meetings of July 17, 2018 and July 31, 2018 be approved, which motion carried unanimously, 4-0.

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

4. **VOLUNTARY DONATION AGREEMENT WITH GREENS BAYOU COALITION.** Director Givens informed the Board donations to the Greens Bayou Coalition are voluntary, but if the District decides to move forward with voluntary donations it is bound to include it on the water bill for ten years. The Board tabled this item.

5. **JOINT OPERATIONS REPORT.** The Board reviewed the Joint Water Plant report for August 2018 and the Joint Wastewater Treatment Plant report for July 2018.

6. **TAX ASSESSOR/COLLECTOR REPORT.** Yvonne Luevano presented the tax report for July, a copy of which is attached as Exhibit "A". The report reflected the District has collected 98.44% of its 2017 taxes and 99.36% of its 2016 taxes as of July 31, 2018.

Ms. Luevano informed the Board the District's 2018 Certified Value is \$270,334,934.

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 July be approved, which motion carried unanimously, 4-0.

7. **BOOKKEEPER'S REPORT, INVESTMENT REPORT AND PAYMENT OF BILLS.** Darrell Hawthorne presented the bookkeeper's report, a copy of which is attached as Exhibit "B".

The Board discussed the Administration Building budget. Following further discussion, it was moved by Director Mosley and seconded by Director Kelley that the Administration Building budget be approved, which motion carried unanimously.

The Board discussed sending a 60-day termination notice to the Greenfield Village HOA regarding the District's security cost participation.

Following further discussion, a motion was made by Director Mosley and seconded by Director Kelley that the bookkeeper's report be approved, that the checks listed therein be approved, and to approve sending a 60-day termination notice to the Greenfield Village HOA. Said motion carried unanimously, 4-0.

8. OPERATOR'S REPORT. Greg Dubiel presented the monthly operator's report, a copy of which is attached as Exhibit "C". Mr. Dubiel reported there are 949 active connections in the District, 872 garbage accounts, and 21 accounts that are vacant. He also reported the water accountability is 89%.

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

Mr. Dubiel next presented the delinquent list for approval. The Board agreed to terminate water service after Labor Day, on September 4, 2018.

Following further discussion, it was moved by Director Mosley, seconded by Director Kelley that the operator's report be approved, and that the delinquent list be approved, with a termination date of September 4, 2018, which motion carried unanimously, 4-0.

9. REVIEW OF OPERATING AGREEMENT. Director Givens reported he met with Lonnie Wright and Greg Dubiel to review the Operating Agreement with Municipal Operations & Consulting, Inc. Director Givens recommended retaining Municipal Operations & Consulting, Inc. as the District's operator.

Following further discussion, it was moved by Director Givens and seconded by Director Kelley to retain Municipal Operations & Consulting, Inc. as the District's operator, which motion carried unanimously, 4-0.

10. DETENTION POND MAINTENANCE REPORT. Travis Benes presented the Detention Pond Maintenance Report. He reported the detention pond is in great shape. He stated he will present a proposal at the next meeting for the maintenance of the detention pond on Breckenridge.

Following further discussion, it was moved by Director Mosley and seconded by Director Kelley to approve the Detention Pond Maintenance Report, which motion carried unanimously, 4-0.

11. ENGINEER'S REPORT. Paul Anderson presented the engineer's report, a copy of which is attached as Exhibit "D". Mr. Anderson reported they have updated the District connection count with the engineer for the Lincoln Green Regional Wastewater Treatment Plant.

Mr. Anderson informed the Board the manager of the storage facility on 11423 Veterans Memorial Drive is requesting water and sewer service. He stated they provided information of the closest sanitary sewer line and water line. Mr. Anderson noted the facility had made an unauthorized connection in the past.

Mr. Anderson discussed the Veterans Memorial Drive project. He stated it is anticipated that Harris County will have a utility coordination meeting this summer.

Mr. Anderson informed the Board the business owner of a building on 11610 Bammel North Houston Road made contact to discuss their building not passing the fire system inspection. He stated options were provided to help the owner become compliant. He added that

it was explained to the owner the District does not approve fire suppression plans and that adjusting the system pressure was not an option.

Mr. Anderson discussed the First Industrial Detention Basin. He stated the requested corrections have been presented to the property developers and the engineer is awaiting the final document.

Mr. Anderson reported they have reviewed the geotechnical testing of the soil at the District Building site. He explained the soil test reports do not show any special characteristics that will prove to be an obstruction to the project.

Following further discussion, a motion was made by Director Mosley, seconded by Director Kelley, and unanimously carried that the engineer's report be approved, 4-0.

12. REVIEW OF ENGINEERING AGREEMENT. The Board tabled this item.

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

14. REVIEW OF LEGAL FEE AGREEMENT. The Board tabled this item.

15. REVIEW AND CONSIDER APPROVAL OF RENEWAL OF INSURANCE. The Board considered the approval of the renewal of insurance with TML for 2018 through 2019.

Following further discussion, it was moved by Director Mosley and seconded by Director Kelley to approve the renewal of insurance with TML, which motion carried unanimously, 4-0.

16. REVIEW GARBAGE COLLECTION PROPOSALS. Director Givens presented a spreadsheet comparing the seven proposals from the different garbage collection companies. The Board discussed and agreed to approve a garbage collection contract with Texas Pride. The Board requested Director Givens ask for the option to cancel recycling and to

delineate the price in the contract. Director Givens stated he would circulate the contract for signature.

Following further discussion, it was moved by Director Givens and seconded by Director Kelley to approve the garbage collection contract with Texas Pride, which motion carried unanimously.

17. OTHER ITEMS. The Board next considered the proposal from Venture Landscape Systems, LLC, in the amount of \$168.66, to repair the sprinkler system at 4127 Breckenridge.

Following further discussion, it was moved by Director Kelley and seconded by Director Mosley to approve the proposal from Venture Landscape Systems to repair the sprinkler system, which motion carried unanimously, 4-0.

Director Mattox entered the meeting at this time.

18. DIRECTOR'S REPORTS. Director Mattox stated he has a couple of insurance questions for TML.

Director Mattox reported he has been gathering information on security lights at the current District building.

19. GENERAL MANAGER'S REPORT. Director Givens presented the General Manager's Report. He then presented the July website analytics for the Board's review.


Director Givens reported the final Geotechnical services report has been received.

Director Givens stated the operator has updated the District's CUPPS program..

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

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

PASSED, ADOPTED and APPROVED this 25th day of September, 2018.


Secretary

