

**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, Houston, Harris County, Texas on January 27, 2015. 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 with Director Mattox entering before the Director's Reports.

Also present were Chris Richardson of Strawn & Richardson, P.C.; Yvonne Luvano of Wheeler & Associates, Inc.; Darrell Hawthorne of Municipal Accounts & Consulting, L.P.; and Robert Atkinson of Edminster Hinshaw Russ & Associates.

*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.** President Goodie led those assembled in prayer.
- 2. MINUTES OF MEETING.** The Board first considered approving the minutes of the meeting of December 16, 2014. It was moved by Director Kelley and seconded by

Director Mosley that the minutes of the meeting of December 16, 2014 be approved, which said motion carried unanimously.

**3. PUBLIC COMMENTS.** There were no public comments.

Director Mattox entered the meeting at this time.

**4. DIRECTOR'S REPORTS.** Director Mattox reported that he and Director Mosley met with Perdue Brandon Fielder Collins & Mott, LLP to review the Delinquent Tax Agreement.

Director Mattox also reported he spoke with Robert Atkinson regarding the Park Trails.

Director Goodie discussed the Customer Appreciation Barbeque. He stated that he and Director Mattox will head the Committee for the Barbeque.

**5. GENERAL MANAGER'S REPORT.** Director Givens presented the General Manager's Report for the Board's review. He informed the Board the Water Conservation Plan has been updated.

Director Givens reported Northwest Harris County MUD No. 24 will host a meeting at its administration building to discuss the Smart Metering Program. He stated the goal is to have representatives from ten districts attend the meeting.

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

**6. GRANT DEVELOPMENT SERVICES AGREEMENT.** The Board considered approving a Grant Development Services Agreement. Director Goodie stated he will research the requirements. The Board tabled this item.

**7. JOINT OPERATIONS REPORT.** Director Givens noted the backup for the Joint Water Plant budget for fiscal year ending March 31, 2016 has been received and reviewed.

Following further discussion, it was moved by Director Mosley and seconded by Director Mattox that the Joint Water Plant budget be approved, which motion carried unanimously.

**8. AMENDMENT TO FINANCIAL ADVISOR'S CONTRACT.** The Board discussed the Amendment to the Financial Advisor's contract. Director Givens stated the Board cannot justify the request for the hourly fees for the tax rate recommendation. Following further discussion, it was moved by Director Givens and seconded by Director Mattox that the Amendment to the Financial Advisor's contract not be approved, which motion carried unanimously.

**9. TAX ASSESSOR/COLLECTOR REPORT.** Yvonne Luvano presented the tax report for December, a copy of which is attached as Exhibit "A". The report reflected the District has collected 35.25% of its 2014 taxes and 98.99% of its 2013 taxes as of December 31, 2014.

Ms. Luvano informed the Board that Champions Point Townhomes has paid all of its delinquent taxes.

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 December be approved, which motion carried unanimously.

**10. REVIEW OF DELINQUENT TAX ATTORNEY AGREEMENT.** Director Mattox discussed the review of the Delinquent Tax Attorney Agreement. Following further discussion, it was moved by Director Mattox and seconded by Director Mosley to retain Perdue Brandon Fielder Collins & Mott as the District's delinquent tax attorney, which motion carried unanimously.

**11. DELINQUENT TAX REPORT.** Ms. Luvano presented the Delinquent Tax report for the Board's review, a copy of which is attached as Exhibit "B". Ms. Luvano stated no action is needed at this time.

**12. RESOLUTION AUTHORIZING DELINQUENT TAX PENALTY.** Chris Richardson presented to the Board a Resolution Authorizing Delinquent Tax Penalty, a copy of which is attached as Exhibit "C". Mr. Richardson explained the Resolution allows the District to attach the collection penalty on personal property accounts April 1, and to real property accounts beginning July 1. Mr. Richardson stated delinquent taxpayers will be notified of the additional 20% penalty.

Following further discussion, it was moved by Director Mattox and seconded by Director Kelley that the Resolution Authorizing Delinquent Tax Penalty be approved, which motion carried unanimously.

**13. BOOKKEEPER'S REPORT, INVESTMENT REPORT AND PAYMENT OF BILLS.** Darrell Hawthorne presented the bookkeeper's report and Quarterly Investment Report, copies of which are attached as Exhibits "D" and "E", respectively.

Following further discussion, a motion was made by Director Kelley and seconded by Director Mosley 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.

**14. ORDER REVIEWING & CONFIRMING INVESTMENT POLICY.** The Board next considered reviewing the Investment Policy. Chris Richardson explained that an annual review of the Investment Policy is required by the Public Funds Investment Act. Mr. Richardson stated the bookkeeper has forwarded an updated list of approved brokers which is

attached to the Order Reviewing and Confirming Investment Policy, a copy of which is attached as Exhibit "F". Following further discussion, it was moved by Director Mattox and seconded by Director Kelley to approve the Order Reviewing and Confirming Investment Policy and the updated brokers list, which motion carried unanimously.

**15. REVIEW OF BOOKKEEPING AGREEMENT.** Director Goodie discussed the meeting he and Director Givens had with Mark Burton to review the Bookkeeping Agreement. The Board discussed competitive rates from other bookkeeping companies. Director Givens proposed holding a special meeting to discuss bids from other bookkeeping companies. Mr. Hawthorne explained the \$2,400 per month fixed rate and the \$75 hourly rate was a result of the Board's request. He stated the Board can choose to remain at the present bookkeeping rate. Director Goodie recommended remaining at the current rates of \$1,250 per month fixed rate and a \$75 hourly rate, and the Board agreed; no action was taken.

**16. OPERATOR'S REPORT.** Greg Dubiel presented the monthly operator's report, a copy of which is attached as Exhibit "G". Mr. Dubiel reported there are 942 active connections in the District and no new taps. He also reviewed the preventative maintenance program.

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

Director Goodie discussed the interconnect issues with Harris County MUD No. 180.

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

**17. DETENTION POND MAINTENANCE REPORT.** Robert Atkinson presented a proposal from Environmental Allies in the amount of \$4,556.25 to remove all sediment in the Detention Basin Pilot Channel, a copy of which is attached as Exhibit "H".

Following further discussion, it was moved by Director Mosley and seconded by Director Mattox that the proposal to remove the sediment in the Detention Basin Pilot Channel be approved, which motion carried unanimously.

**18. ENGINEER'S REPORT.** Robert Atkinson presented the engineer's report, a copy of which is attached as Exhibit "I".

Mr. Atkinson stated he is waiting for the final Pay Estimate from Alcott, Inc., for the Bammel North Houston water line extension. He anticipates it to be complete for processing in February 2015.

Mr. Atkinson discussed the First Industrial Warehouse development. He reported the vegetation is becoming established at the detention basin and deficiencies are being corrected. Mr. Atkinson stated a reinspection will take place after the repairs are complete.

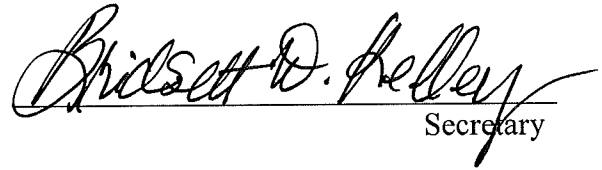
Mr. Atkinson informed the Board plans have been reviewed for an automobile repair facility at the corner of West Greens Road and Gears Road. He stated the plans for the water meter and sewer connection have also been reviewed by the Operator.

Mr. Atkinson stated a Master Plan for parks and recreation can be prepared. He explained the plan will include a review of potential locations within the District, research of facilities within the area, and general schematics for parks and trails.

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

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

*PASSED, ADOPTED and APPROVED* this 24th day of February, 2015.

  
Secretary

