

**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 April 28, 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.

Also present were Chris Richardson of Strawn & Richardson, P.C.; Yvonne Luvano of Wheeler & Associates, Inc.; Greg Dubiel of Municipal Operations & Consulting, Inc.; Felicia Alexander of Municipal Accounts & Consulting, L.P.; Robert Atkinson and Katie Golzarri of Edminster Hinshaw Russ & Associates; and Jill Boullion of Greens Bayou Corridor Coalition.

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 MEETING.** The Board first considered approving the minutes of the meeting of March 24, 2015. It was moved by Director Mattox and seconded by Director

Mosley that the minutes of the meeting of March 24, 2015 be approved, which said motion carried unanimously.

3. PUBLIC COMMENTS. The Board scheduled a tour of the Joint Water Plant with the Harris County UD No. 14 Board of Directors on May 19, 2015 at 6:30 p.m.

4. DIRECTOR'S REPORTS. Director Goodie informed the Board the producer of "The Flow" newsletter has passed away. He will look for a new method to produce the newsletter.

Director Mattox discussed the upcoming Customer Appreciation Barbeque and water education.

Jill Boullion of the Greens Bayou Corridor Coalition discussed the Federal Appropriations process for construction and the planting of wetlands plants. She stated the cost share will be 75% Federal and 25% local.

5. GENERAL MANAGER'S REPORT. Director Givens presented the General Manager's Report for the Board's review.

Director Givens discussed the Pilot Program proposal from Accurate Utility Supply for the Badger Meter/Beacon AMI system. The Board agreed to implement the program. Director Givens stated Harris County MUD No. 33 is participating in the program as well.

Director Givens discussed the status of the proposed District meeting facility land. He reported that Mr. Kostas submitted a letter requesting the Board submit an offer around \$4.50 per square foot for approximately 2 acres. Director Givens stated he contacted NewQuest Properties regarding the 7 acre tract at the corner of Antoine and Greens Road. He recommended the Board discuss the potential purchase in executive session.

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

6. JOINT OPERATIONS REPORT. Director Givens reviewed the Joint Water Report.

7. TAX ASSESSOR/COLLECTOR REPORT. Yvonne Luvano presented the tax report for March, a copy of which is attached as Exhibit "A". The report reflected the District has collected 95.61% of its 2014 taxes and 99.05% of its 2013 taxes as of March 31, 2015.

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

8. BOOKKEEPER'S REPORT, INVESTMENT REPORT AND PAYMENT OF BILLS. Felicia Alexander presented the bookkeeper's report, a copy of which is attached as Exhibit "B".

The Board discussed raising its membership level for the Greens Bayou Corridor Coalition with a fee of \$2,500.00.

Ms. Alexander discussed the repayment to the Joint Water Plant for the water used by Harris County MUD No. 180, which the Board approved.

Following further discussion, a motion was made by Director Mattox and seconded by Director Givens that the bookkeeper's report be approved, that the checks listed therein be approved, and that the increased membership fee to the Greens Bayou Corridor Coalition be approved. Said motion carried unanimously.

9. LETTERS OF CREDIT AGREEMENT. The Board next considered approval of the Letters of Credit Agreement with Compass Bank, a copy of which is attached as Exhibit

“C”. Following further discussion, it was moved by Director Mattox and seconded by Director Mosley that the Letters of Credit Agreement with Compass Bank be approved, which motion carried unanimously.

10. RATIFY EXTENSION OF ELECTRICITY CONTRACT. The Board considered ratifying the approval of the extension of the electricity contract. Chris Richardson explained the Board approved extending the electricity contract 36 months, but the item was not on the agenda, and therefore, needs to be ratified.

Following further discussion, it was moved by Director Mattox and seconded by Director Mosley to ratify the approval of the extension of the electricity contract, which motion carried unanimously.

11. OPERATOR’S REPORT. Greg Dubiel presented the monthly operator's report, a copy of which is attached as Exhibit “D”. Mr. Dubiel reported there are 944 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.

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

12. IDENTITY THEFT PREVENTION PROGRAM. The Board next reviewed the Identity Theft Prevention Program. Mr. Richardson presented the Order Reviewing and Confirming Identity Theft Prevention Program for the Board’s approval, a copy of which is attached as Exhibit “E”. Mr. Dubiel stated he does not recommend any changes to the program at this time.

Following further discussion, it was moved by Director Mosley and seconded by Director Mattox that the Order Reviewing and Confirming Identity Theft Prevention Program be approved, which motion carried unanimously.

13. ENGINEER'S REPORT. Robert Atkinson presented the engineer's report, a copy of which is attached as Exhibit "F". He discussed the First Industrial property. Mr. Atkinson reported the documentation for the completion of the outfall into the Harris County Flood Control District ("HCFCD") is being processed with the HCFCD. He added the contractor will coordinate the inspection with the HCFCD.

Mr. Atkinson stated the inventory report for the Parks Master Plan will be used as a tool to assist in determining the elements to implement in future parks.

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

14. STORM WATER QUALITY PERMIT RENEWAL. The Board next considered authorizing the Storm Water Quality Permit Renewal for the West Greens Business Park Detention Basin. Mr. Atkinson stated Environmental Allies will work to renew the permit and he will review the application.

Following further discussion, it was moved by Director Mattox and seconded by Director Mosley to authorize the renewal of the Storm Water Quality Permit for the West Greens Business Park Detention Basin, which motion carried unanimously.

15. EMERGENCY PREPAREDNESS PLAN. The Board reviewed the Emergency Preparedness Plan. Mr. Richardson presented for approval the Order Reviewing Emergency Preparedness Plan and Authorizing Submittal of Critical Load Information, a copy of which is

attached as Exhibit "G". Mr. Richardson recommended the Board authorize the operator to update the critical load information with its electrical transmission and retail providers.

Following further discussion, it was moved by Director Mattox, seconded by Director Kelley and unanimously carried that the Order Reviewing Emergency Preparedness Plan be approved, and to authorize the operator to update the critical load information with its electrical transmission and retail providers.

16. PARKS MASTER PLAN. Katie Golzarri of Edminster Hinshaw and Russ presented the Parks Master Plan for the District for the Board's review. She stated there will be a Greens Bayou Corridor Coalition trail workshop on Friday, May 1st.

17. REVIEW OF INTERCONNECT AGREEMENTS. The Board discussed creating a spreadsheet for the terms and expiration dates for the District's Interconnect Agreements.

18. REVIEW OF DISTRICT RECORD RETENTION POLICY. The Board discussed the retention policy; no action was taken.

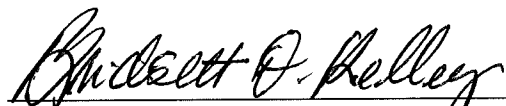
19. PROPOSAL FOR REAL ESTATE SERVICES AND PROPOSED PURCHASE OF LANDS WITHIN THE DISTRICT.

CLOSED SESSION. The Board requested a closed session be convened to discuss potential real estate pricing. The Board entered closed session at 8:00 p.m. and reconvened in open session at 8:15 p.m.

Following further discussion, it was moved by Director Mattox and seconded by Director Kelley to authorize the President of the Board to negotiate for the purchase of land for a District building, which motion carried unanimously.

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.

PASSED, ADOPTED and APPROVED this 26th day of May, 2015.


Secretary

