

**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 August 25, 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. Directors Mattox and Kelley entered after the directors' reports. Director Mosley left the meeting after the review of the garbage contract and Director Kelley left the meeting after the tax assessor/collector report.

Also present were Chris Richardson of Strawn & Richardson, P.C.; Yvonne Luvano of Wheeler & Associates, Inc.; Greg Dubiel of Municipal Operations & Consulting, Inc.; Darrell Hawthorne of Municipal Accounts & Consulting, L.P.; Robert Atkinson and Katie Golzarri of Edminster Hinshaw Russ & Associates; Brenda Ellington, Carolyn Culbert, and Judy Del Mauzo of Copper Creek HOA; and Caleb Burson of Accurate Meter & Supply.

*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 first considered approving the minutes of the meetings of July 7, 2015, July 21, 2015, July 28, 2015 and August 3, 2015. It was moved by Director Mattox and seconded by Director Givens that the minutes of the meetings of July 7, 2015, July 21, 2015, July 28, 2015 and August 3, 2015 be approved, which said motion carried unanimously.
3. **PUBLIC COMMENTS.** Brenda Ellington of CIA Services, the management company for Copper Creek HOA discussed the park equipment. Director Goodie explained the District's Parks Management Plan, the Army Corps of Engineers, the Greens Bayou Corridor Coalition and the Harris County Flood Control District. He stated the area will be under ongoing, long-term improvements. He added the District wants to leverage all of its resources. Director Goodie stated the Plan includes the HOA being responsible for the maintenance of the park. Director Givens stated all Park plans were presented at the Parks Planning meeting. He explained the playground decision will not be made in isolation. Director Goodie stated the District will be part of creating an awesome Bayou facility which will include, but is larger than, that single playground. Director Givens reported the District received three initial bids for the playground equipment: 1) \$30,220.00; 2) \$36,110.00; and 3) \$43,128.00. He asked that the HOA let the District know if it will participate in the cost of the playground.
4. **DIRECTOR'S REPORTS.** The Board expressed their concern about not being provided information regarding the lawsuit against the Regional Sewage Treatment Plant. The Board asked the attorney to contact the attorney for MUD 33 to discuss their exclusion from a closed session of the Lincoln Green Committee.

**5. REVIEW OF GARBAGE CONTRACT.** Shanna Lopez reported she met with Director Kelley to review the garbage contract. Director Kelley recommended the District retain Waste Management.

The Board discussed recycling and it requested a flyer include information on recyclable materials. Ms. Lopez described the Recycling Incentive Program, which is a point system for residents and businesses to join the recycle bank.

Ms. Lopez discussed the annual CPI adjustment, which is a 1.146% increase. She stated the current monthly base rate is \$13.42 and it will increase to \$13.57. The increase will be effective October 1, 2015. The Board discussed last year's CPI increase which was not passed on to the customers at that time. The Board agreed to include that increase now as well for a total increase of \$0.99 to the customers per month.

Following further discussion, it was moved by Director Mattox and seconded by Director Kelley to retain Waste Management as the District's garbage contractor, and to approve the annual CPI adjustment to \$13.57, which motion carried unanimously.

Director Mosley left the meeting at this time.

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

Caleb Burson, of Accurate Meter & Supply, reviewed the results of the test smart meters with the Board.

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

7. **JOINT OPERATIONS REPORT.** The Board reviewed the Joint Water Report. Director Givens noted he discussed with JePa that the District is not receiving the Joint Wastewater Treatment Plant report.

8. **TAX ASSESSOR/COLLECTOR REPORT.** Yvonne Luvano presented the tax report for July, a copy of which is attached as Exhibit "A". The report reflected the District has collected 97.62% of its 2014 taxes and 99.21% of its 2013 taxes as of July 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 July be approved, which motion carried unanimously.

Director Kelley left the meeting at this time.

9. **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".

Following further discussion, a motion was made by Director Mattox and seconded by Director Givens that the bookkeeper's report be approved, and that the checks listed therein be approved. Said motion carried unanimously.

10. **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 944 connections in the District and no new taps. He stated 22 of the taps are vacant. Mr. Dubiel also presented the write-off list and delinquent list for approval. Mr. Dubiel next reviewed the preventative maintenance program.

Following further discussion, it was moved by Director Mattox and seconded by Director Givens that the operator's report be approved, which motion carried unanimously.

**11. REVIEW OF OPERATING AGREEMENT.** The Board deferred this item.

**12. ENGINEER'S REPORT.** Robert Atkinson presented the engineer's report, a copy of which is attached as Exhibit "D". He reported Jim Laxmidas is asking for utilities to be available. Mr. Atkinson stated the water and sewer capacity review for the District has been completed and the capacity for undeveloped acreage is approximately four to five ESFC per acre; therefore, it is enough sanitary sewer capacity, but not enough water capacity. He explained there is capacity for strip centers, but not for high-density use.

Mr. Atkinson informed the Board there is a component of the property in the floodway and substantially the entire District building site is located within the flood plain. He stated a drainage/conveyance analysis will be required for activities on the site.

Mr. Atkinson reported phone calls and meetings have been conducted with the developer of the First Industrial warehouse facility regarding the Detention Basin. He stated the developer plans to hire a professional turf management company. Mr. Atkinson added that after adequate vegetation coverage is established he recommends the District assume the maintenance and management of the detention basin.

Katie Golzarri discussed the Parks Plan. She described the Town Hall meeting and the results of the survey. Director Goodie stated this will be a transformative effort. Ms. Golzarri informed the Board that municipal utility districts can sell park bonds and contract with HOAs. She stated the District will be cooperating with the surrounding districts and Conley Elementary. Director Givens asked Ms. Golzarri to provide the annual maintenance costs.

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

- 13. **REVIEW OF ENGINEERING AGREEMENT.** The Board deferred this item.
- 14. **REVIEW OF LEGAL FEE AGREEMENT.** The Board deferred this item.
- 15. **REVIEW AND CONSIDER APPROVAL OF RENEWAL OF INSURANCE.** The Board tabled the approval of the renewal of insurance.
- 16. **ADJOURNMENT.** There being no further business to come before the Board, it was moved by Director Mattox, seconded by Director Givens that the Board meeting be adjourned, which motion carried unanimously.

*PASSED, ADOPTED and APPROVED* this 22nd day of September, 2015.

*Burdett D. Hedley*  
Secretary

