

**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, Houston, Harris County, Texas on November 17, 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.; Andrew Miller of Municipal Operations & Consulting, Inc.; Darrell Hawthorne of Municipal Accounts & Consulting, L.P.; Robert Atkinson of Edminster Hinshaw Russ & Associates; and Jill Bouillion 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 MEETINGS.** The Board next considered approving the minutes of the meetings of October 20, 2015 and October 27, 2015. It was moved by Director Mosley

and seconded by Director Kelley that the minutes of the meetings of October 20, 2015 and October 27, 2015 be approved, which said motion carried unanimously.

3. PUBLIC COMMENTS. Jill Bouillion, of Greens Bayou Corridor Coalition, discussed the change in the law which allows voluntary donations for economic development on the water bills. She explained the collected funds would be spent within the District's borders or nearby along Greens Bayou.

Director Givens stated the Board should have a policy concerning any cause requesting funding through the District's water bills.

4. DIRECTOR'S REPORTS. Director Mattox discussed the fence repair at the meeting facility. He stated some of the fence can be salvaged.

Director Goodie discussed the status of the District newsletter.

Director Goodie appointed Director Givens to review the Delinquent Tax Attorney's contract.

5. GENERAL MANAGER'S REPORT. Director Givens reviewed the General Manager's Report. He suggested a special meeting to hear from Smart Meter contractors and customers who are not Board members or consultants regarding the program. The Board agreed to a special meeting on January 16, 2016 at 10:00 a.m.

Director Givens discussed the scheduled "Visioning Meeting" on December 8, 2015 regarding the District Meeting Facility. He stated it will be held at the Northwest Harris County MUD No. 24 meeting facility.

Director Givens informed the Board at a recent Copper Creek HOA meeting he was elected to the HOA.

Director Givens suggested the Board consider entering into a Security Contract. He informed the Board the costs from the Harris County Sheriff's Department would be \$67,150.00 for 70% coverage of the District, \$76,742.00 for 80% coverage of the District, and \$95,928.00 for 90% coverage of the District. Director Givens stated the Sheriff Department is accepting new contracts and the contract would begin March 31, 2016. He also stated he could obtain a proposal from SEAL, a private security company, which Harris County UD No. 14 uses.

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

6. JOINT OPERATIONS REPORT. The Board reviewed the Joint Water Report. The Board also reviewed the Joint Wastewater Treatment Plant report.

7. TAX ASSESSOR/COLLECTOR REPORT. Yvonne Luvano presented the tax report for October, a copy of which is attached as Exhibit "A". The report reflected the District has collected 98.88% of its 2014 taxes and 99.21% of its 2013 taxes as of October 31, 2015.

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

8. REVIEW OF TAX ASSESSOR COLLECTOR AGREEMENT. The Board tabled this item.

9. DELINQUENT TAX REPORT. Ms. Luvano reviewed the delinquent tax report. She discussed the accounts that will be terminated after the Thanksgiving holidays, if payment is not received.

10. RESOLUTION CASTING BALLOT FOR ELECTION OF PERSON TO BOARD OF DIRECTORS OF HCAD. The Board next considered electing a member of the

Board of Directors for the Harris County Appraisal District. Ms. Luvano stated Glenn Peters is the incumbent. Following further discussion, it was moved by Director Givens and seconded by Director Mattox to vote for Glenn Peters for the Harris County Appraisal District Board of Directors, which motion carried unanimously.

Mr. Richardson presented a Resolution of the District casting its ballot for the HCAD Board of Directors Election for the Board's signature, a copy of which is attached as Exhibit "B".

11. STRATEGIC PARTNERSHIP AGREEMENT AUDIT REPORT. The Board tabled this item.

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

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

13. REVIEW OF BOOKKEEPING AGREEMENT. The Board tabled this item.

14. OPERATOR'S REPORT. Andrew Miller presented the monthly operator's report, a copy of which is attached as Exhibit "D". Mr. Miller reported there are 944 connections in the District and no new taps. He stated 18 of the connections are vacant. Mr. Miller also presented the write-off list and delinquent list for approval. He next reviewed the preventative maintenance program.

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

15. **REVIEW OF OPERATING AGREEMENT.** The Board tabled this item.

16. **REQUEST FROM GREENS BAYOU CORRIDOR COALITION AND HOUSTON NORTHWEST CHAMBER OF COMMERCE.** The Board tabled this item.

17. **ENGINEER'S REPORT.** Robert Atkinson presented the engineer's report, a copy of which is attached as Exhibit "E". He presented for approval Pay Estimate No. 2 and Final, in the amount of \$17,294.40, for the 12-inch Water Line Loop. He stated the water line is currently in service and the project can be considered complete.

Mr. Atkinson suggested an assessment of potential wetlands should be evaluated on the District Building property during the planning stages. He stated there are several factors indicating that wetlands may be present.

Mr. Atkinson stated his firm will be in communication with the contractor during the Greens Bayou Phase I construction project.

Mr. Atkinson discussed the vegetation plan for the District's Detention Basin. He recommended the District assume the maintenance and management of the basin after adequate vegetation coverage is established.

Following further discussion, a motion was made by Director Mosley, seconded by Director Mattox, and unanimously carried that the engineer's report be approved, and that Pay Estimate No. 2 and Final for the 12-inch Water Line Loop be approved, which motion carried unanimously.

18. **PARKS PLAN.** Director Goodie stated the Parks Plan will depend greatly on the building plan for the meeting facility, and then the options for parks will be finalized.

19. **2016 CALENDAR.** The Board next considered approval of the 2016 Calendar. Following further discussion, it was moved by Director Mattox and seconded by Director Mosley that the 2016 Calendar be approved, which motion carried unanimously.

20. **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 15th day of December, 2015.



Bridget Kelley
Secretary