

**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 May 24, 2016. 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 except Director Goodie.

Also present were Chris Richardson of Strawn & Richardson, P.C.; Yvonne Luevano of Wheeler & Associates, Inc.; Greg Dubiel of Municipal Operations & Consulting, Inc.; Darrell Hawthorne of Municipal Accounts & Consulting, L.P.; Robert Atkinson of Edminster Hinshaw Russ & Associates; Dennis Tiff of Environmental Allies; Wilson McCoy of GIS Municipal Services; and Denise Smith of District resident.

*WHEREUPON*, the meeting was called to order by the Vice President, and evidence was presented that public notice of the meeting had been given in compliance with the law.

- 1. OPENING PRAYER.** Director Mattox led those assembled in prayer.

**2. MINUTES OF MEETING.** The Board next considered approving the minutes of the meeting of April 26, 2016. It was moved by Director Kelley and seconded by Director Mosley that the minutes of the meeting of April 26, 2016 be approved, which said motion carried unanimously.

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

**4. DIRECTOR'S REPORTS.** Director Kelley stated the Customer Appreciation Barbeque turned out great. She stated she will work with Lisa Journagen, with Connect the Dots, to make next year even better.

Director Mattox discussed the fence at the meeting facility. He stated it must be a picketed fence. Director Givens requested the Board authorize Director Mattox to approve the fence repair with costs not to exceed \$2,000.00. Following further discussion, it was moved by Director Givens and seconded by Director Kelley to authorize Director Mattox to approve the fence repair at the meeting facility with costs not to exceed \$2,000.00, which motion carried unanimously.

**5. GENERAL MANAGER'S REPORT.** Director Givens reviewed the General Manager's Report. Director Givens reported the installation of the smart meters continues.

Director Givens discussed the Greens Bayou Federal Project. He reported construction has begun and it is progressing at a rapid rate.

Director Givens stated a review of the CUPPS software program is being conducted to determine the capability of the software interfacing with the GIS system. Wilson McCoy, of GIS Municipal Services, discussed the maps of the District and the absence of some facilities. He stated he will coordinate with the operator for the desktop application. Mr. McCoy added he will put the GIS system information in a three-ring binder to be kept at the District meeting facility.

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

**6. JOINT OPERATIONS REPORT.** The Board tabled this item.

**7. TAX ASSESSOR/COLLECTOR REPORT.** Yvonne Luevano presented the tax report for April, a copy of which is attached as Exhibit "A". The report reflected the District has collected 94.38% of its 2015 taxes and 99.06% of its 2014 taxes as of April 30, 2016.

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 April be approved, which motion carried unanimously.

**8. DELINQUENT TAX REPORT.** Ms. Luevano reviewed the delinquent tax report with the Board.

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

**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 Mosley and seconded by Director Kelley that the bookkeeper's report be approved, 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 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.

Mr. Dubiel reported several Smart Meter customers have attempted to disconnect the units and the operator has reconnected the units. He discussed a potential \$1,000 fine for tampering with the meters. The Board requested the attorney to review the Rate Order. Mr. Dubiel stated the lids of the meters have been screwed down and he will place tags on the meters to warn against tampering. He added that the meters alert the operator when tampered with.

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

**11. CONSUMER CONFIDENCE REPORT.** Mr. Dubiel presented the Consumer Confidence Report for approval. Following further discussion, it was moved that the Consumer Confidence Report be approved, which motion carried unanimously.

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

**13. QUARTERLY DETENTION POND MAINTENANCE REPORT.** Dennis Tiff presented the Quarterly Detention Pond Maintenance Report for the Board's review. He discussed the Storm Water Quality Permit renewal. He requested authorization to submit the application for renewal of the permit. Director Givens requested he bring an original for the District's files.

Following further discussion, it was moved by Director Kelley and seconded by Director Mosley to authorize Environmental Allies to submit the application for the Storm Water Quality Permit renewal, which motion carried unanimously.

**14. ENGINEER'S REPORT.** Robert Atkinson presented the engineer's report, a copy of which is attached as Exhibit "D". Mr. Atkinson informed the Board the wastewater line

owned by Harris County MUD No. 33 ("HC 33") is located in the Veterans Memorial right-of-way, which is adjacent to the hotel development in the District. He stated the hotel has requested capacity in wastewater line. Mr. Atkinson reported the deposit for the capacity is \$5,820.30 and he has provided the information to the engineer for HC 33. He requested the Board authorize the District's attorney to contact the attorney for HC 33 and prepare an agreement between the two districts for the line capacity purchase.

Mr. Atkinson reported he received a letter from Harris County requesting the purchase of property from the District. He stated the appraiser is requesting all of the purchase documents. Mr. Atkinson recommended not providing the purchase documents to the appraiser and let them appraise the property according to market value.

Following further discussion, a motion was made by Director Kelley, seconded by Director Mosley, and unanimously carried that the engineer's report be approved, and to authorize the District's attorney to contact the attorney for HC 33 and prepare an agreement between the two districts for the line capacity purchase.

**15. PARKS PLAN.** The Board tabled this item.

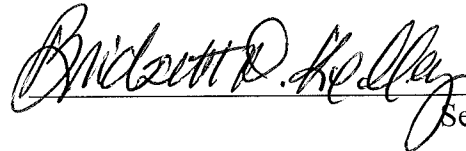
**16. REVIEW OF ETHICS POLICY.** The Board next reviewed the District's Ethics Policy. The Board stated there are no changes needed.

**17. OTHER ITEMS.** Director Kelley discussed debris at the Detention Pond. Director Givens stated he will request Waste Management pick up the debris.

Director Givens discussed the District's Unlimited Tax Refunding Bonds, Series 2016. He reported the Net Present Value Savings is \$506,845.00, which is a savings of 11%.

18. **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 28th day of June, 2016.

  
Secretary

