

**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 June 28, 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. Director Mattox entered after the tax assessor-collector's report. Director Mosley left the meeting after the bookkeeper's report.

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.; and Daniel Pereyra of Environmental Allies.

*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 next considered approving the minutes of the meeting of May 24, 2016. It was moved by Director Mosley and seconded by Director Kelley that the minutes of the meeting of May 24, 2016 be approved, which said motion carried unanimously.

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

**4. TAX ASSESSOR/COLLECTOR REPORT.** Yvonne Luevano presented the tax report for May, a copy of which is attached as Exhibit "A". The report reflected the District has collected 95.57% of its 2015 taxes and 99.09% of its 2014 taxes as of May 31, 2016.

Ms. Luevano reported the 2016 Preliminary Value is \$226,103,842.

The Board discussed the payment of taxes for the 7.25 acre tract purchased for the District building. The Board paid taxes of approximately \$10.00 due to the pro-rata language in the deed.

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 May be approved, which motion carried unanimously.

Director Mattox entered the meeting at this time.

**5. DIRECTOR'S REPORTS.** Director Mattox discussed security options for the District building.

Director Goodie discussed the 11% savings the District received on the Parameter Sale of the District's Unlimited Tax Refunding Bonds, Series 2016.

Director Mattox discussed the fence at the meeting facility. He is reviewing options from companies, other than Texas Fence, to put in 138 pickets facing the outside.

Director Goodie reported the AWWA Conference was great. He stated the conference provided a baseline for district services and customer education.

Director Goodie appointed Director Mattox and himself to review the Operating Agreement, Directors Kelley and Mosley to review the Engineering Agreement, and Director Givens to review the Garbage Collection contract.

**6. GENERAL MANAGER'S REPORT.** Director Givens reviewed the General Manager's Report. He discussed the positive response a customer received regarding a water leak. He stated the water leak has been repaired and the customer is happy. Director Givens reported on another customer who is happy after receiving a positive response in the removal of flood debris.

Director Givens presented for approval Change Order No. 1 from GIS Municipal Services to include additional water infrastructure information for \$550.00 or to add both the additional drinking water and storm water information for a total of \$950.00.

Director Givens discussed enhancing the water bill to include a 12-month history on each bill. He stated he will pursue options for implementation.

Director Givens presented an estimate for tree-trimming around the Detention Pond. He stated it will cost \$190.00 to trim the trees, uplift and haul off the clippings.

Following further discussion, it was moved by Director Mattox, seconded by Director Kelley, and unanimously carried that the General Manager's report be approved, to approve Change Order No. 1 to the GIS Municipal Services contract for \$950.00, and to approve the estimate for tree-trimming around the Detention Pond, which motion carried unanimously.

**7. JOINT OPERATIONS REPORT.** The Board reviewed the Joint Water Plant report.

**8. 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 Mattox that the bookkeeper's report be approved, that the checks listed therein be approved. Said motion carried unanimously.

Director Mosley left the meeting at this time.

**9. 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 discussed the notices that have been affixed informing customers of a \$1,000 fine for meter tampering. He also discussed the hyper-accuracy of the Smart Meters, which can show very small but continuous flows.

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

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

**11. GREENS BAYOU COALITION VOLUNTARY DONATION POLICY.** The Board reviewed the Greens Bayou Coalition's Voluntary Donation Policy. Director Givens asked about the cost to add a line item to the bill. Mr. Dubiel stated the cost is \$0.35 per line item per contribution.

**12. DETENTION POND MAINTENANCE REPORT.** Daniel Pereyra presented the Detention Pond Maintenance Report for the Board's review. He stated he will bring a proposal for maintaining the Copper Creek Detention Pond to the next Board meeting.

Following further discussion, it was moved by Director Mattox and seconded by Director Kelley that the Detention Pond Maintenance Report be approved, which motion carried unanimously.

**13. ENGINEER'S REPORT.** The Board reviewed the engineer's report, a copy of which is attached as Exhibit "D".

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

**14. OTHER ITEMS.** Director Givens discussed the District's Reimbursement Policy. He stated Darrell Hawthorne, of Municipal Accounts & Consulting, has requested the Board members provide itemized receipts.

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

*PASSED, ADOPTED and APPROVED* this 26th day of July, 2016.

  
Secretary

