

**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 July 26, 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 Mosley. Director Mattox entered after the tax assessor-collector'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.; Robert Atkinson of Edminster Hinshaw Russ & Associates; Brian Toldan of McCall Gibson Swedlund Barfoot PLLC; Daniel Pereyra of Environmental Allies; and Denise Smith, District resident.

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 June 28, 2016. It was moved by Director Kelley and seconded by Director Givens that the minutes of the meeting of June 28, 2016 be approved, which said motion carried unanimously.

3. PUBLIC COMMENTS. Denise Smith addressed the Board and she requested minutes of meetings. Chris Richardson stated he sent Ms. Smith an email in response to her request on June 6, 2016 asking her which sets of the meeting minutes she would prefer. Director Goodie provided Ms. Smith a copy of the District's audit.

4. APPROVAL OF ANNUAL AUDIT FOR FISCAL YEAR ENDED MARCH 31, 2015. Brian Toldan presented to the Board the Annual Audit Report for the fiscal year ended March 31, 2016. He also reviewed the representation letter.

Upon a motion by Director Kelley, seconded by Director Givens and unanimously carried, to approve the Annual Audit Report for the fiscal year ended March 31, 2016, with minor revisions.

5. TAX ASSESSOR/COLLECTOR REPORT. Yvonne Luevano presented the tax report for June, a copy of which is attached as Exhibit "A". The report reflected the District has collected 96.60% of its 2015 taxes and 99.08% of its 2014 taxes as of June 30, 2016.

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

Director Mattox entered the meeting at this time.

6. DELINQUENT TAX REPORT. Ms. Luevano presented the delinquent tax report for the Board's review, a copy of which is attached as Exhibit "B". Ms. Luevano

recommended moving the personal property account for Helen's Cajun Cooking to the uncollectible roll. She also noted Tadano Crane has paid their taxes in full, which has increased the collection percentage.

Following further discussion, it was moved by Director Kelley and seconded by Director Givens that the delinquent tax report be approved, and to approve moving the personal property account discussed to the uncollectible roll, which motion carried unanimously.

7. DIRECTOR'S REPORTS. Director Mattox reported he is obtaining bids for security and fencing at the District building. He stated a four camera system from Eagle Security will cost \$466.12.

Director Goodie reported he spoke with a customer regarding dumping at the Detention Pond. He stated the customer apologized. Director Kelley stated she noticed another customer is also dumping at the Detention Pond.

Director Goodie appointed Director Mattox to review the District insurance, and Director Kelley to review the Legal Fee Agreement.

8. GENERAL MANAGER'S REPORT. Director Givens reviewed the General Manager's Report. He discussed the Contract Patrol Services. Director Givens also discussed the invoices from Greenfield Village HOA and Copper Creek HOA. He stated Greenfield Village HOA has sent their invoices to the District and the District will pay half of them. Director Givens stated Copper Creek HOA has not provided invoices. Copper Creek HOA expressed concerns as to if their current patrol services meet the conditions of its Board resolution.

Director Givens recommended the Board consider enhancing the water bill to include a 12-month bar chart that shows the historical customer usage pattern.

Director Givens informed the Board he will meet with Shanna Lopez, of Waste Management, to review the Garbage Contract.

Director Givens reviewed the quarterly report from GIS Municipal Services. He reported the additional work detailed in Change Order No. 1 has been completed. He also reported the map was generated from the District's GIS program and the engineer and operator will review it to determine if any additional information needs to be added.

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

9. JOINT OPERATIONS REPORT. The Board reviewed the Joint Water Plant report. Director Goodie discussed the Joint Water Plant meeting with Harris County UD No. 14 ("UD14"). He reported UD14 is requesting a \$200,000 interconnect meter. The Board stated it would not be beneficial for the cost of the meter. Robert Atkinson stated it would be better to meter the water well.

10. 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 Kelley and seconded by Director Mattox that the bookkeeper's report be approved, that the checks listed therein be approved. Said 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 reviewed the TCEQ inspection of the District's system. He stated all of the system is in compliance.

Mr. Dubiel discussed the privacy of delinquent accounts. He stated some law firms are recommending delinquent accounts not be listed in the operator's report; so they are not distributing the delinquent list. Director Givens requested the operator also redact the names from the customer call log, as well.

Mr. Dubiel reported they are now logging the number of times delinquent notices are sent to each account.

Mr. Dubiel reviewed pictures of debris in the storm sewer.

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

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

13. GREENS BAYOU COALITION VOLUNTARY DONATION POLICY.

The Board reviewed the Greens Bayou Coalition's Voluntary Donation Policy. Mr. Dubiel stated the cost is \$0.35 per connection per contribution. Director Givens stated he would be in favor of adding the option of a \$2.00 donation to the Greens Bayou Coalition along with the Fire Department and the Emergency Medical Services, which would become effective September 2016.

Following further discussion, it was moved by Director Givens and seconded by Director Mattox to add a \$2.00 donation line item to the water bill for the Greens Bayou Coalition, the

Fire Department and the Emergency Medical Services, effective September 2016, which motion carried unanimously.

14. DETENTION POND MAINTENANCE REPORT. Daniel Pereyra presented the Detention Pond Maintenance Report for the Board's review. He discussed the silt in the trash racks.

Mr. Pereyra presented a proposal for the maintenance of the Copper Creek Detention Pond. The Board tabled this item.

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

15. ENGINEER'S REPORT. Robert Atkinson presented the engineer's report, a copy of which is attached as Exhibit "E".

Mr. Atkinson reported he has received information from the Harris County Flood Control District ("HCFCD") concerning the relocation of utilities for the detention basin project. He stated he has not seen any follow up from the HCFCD on the issue.

Mr. Atkinson informed the Board plans for the Luxury Inn on Veterans Memorial Drive were approved by Harris County. The developer has paid a deposit to Harris County MUD No. 33 for the line capacity, and Chris Richardson is preparing an agreement for the purchase.

Mr. Atkinson reported he and the operator met with the engineer for UD14 to discuss possible locations for water metering.

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

16. REVIEW OF ENGINEERING AGREEMENT. The Board tabled this item.

17. DIRECTORS ELECTION. Mr. Richardson informed the Board the biennial Directors Election is scheduled for Tuesday, November 8, 2016. The Order Calling Directors Election and Notice of Election were presented for the Board's review and approval, a copy of which is attached as Exhibit "F". Mr. Richardson also recommended the Board authorize entering into an agreement with Harris County for election services. Following further discussion, it was moved by Director Mattox and seconded by Director Kelley that the Order Calling Directors Election and Notice of Election be approved, to authorize entering into an agreement with Harris County for election services, and further that the attorneys be authorized to post notice of the election as required by law, which motion carried unanimously.

18. 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 23rd day of August, 2016.


Secretary

