

**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 27, 2017. 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 before the Directors' reports and Director Kelley entered during the Directors' reports.

Also present were Susan McGrady and Kristen McGrady, legal assistants, 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 & Associate; 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 MEETINGS.** The Board first considered approving the minutes of the meetings of April 20, 2017 and May 23, 2017. It was moved by Director Mosley and seconded by Director Givens that the minutes of the meeting of May 23, 2017 be approved, which motion carried unanimously. The Board tabled approval of the minutes of the meeting of April 20, 2017.

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

Director Mattox entered the meeting at this time.

4. **DIRECTOR'S REPORTS.** Director Goodie appointed himself and Director Mattox to review the Engineering Agreement. Director Goodie next appointed Director Givens to review the Garbage Contract.

Director Mattox reported on the tour that he and Director Givens took of a building in The Woodlands. He discussed some ideas from the tour they had for the new District building.

Director Kelley entered the meeting at this time.

Director Goodie reported on the discussions at AWWA regarding the cost of Smart Meters. He stated many districts have not implemented the meters due to the cost. Director Goodie suggested the Board begin considering how to use the data collected from the Smart Meters.

5. **GENERAL MANAGER'S REPORT.** Director Givens presented the General Manager's Report.

Director Givens reported the technical issue with the water bill enhancement has been resolved.

Director Givens discussed the analysis of website visits and its usage. He stated the District will receive a website report every month.

Director Givens suggested holding a special meeting to hear a formal presentation from Guillermo Sahagun, with Purser Architectural, regarding the District meeting facility. The Board discussed holding the special meeting on Tuesday, July 11, 2017 at 6:00 p.m.

Director Goodie asked how the District can direct more traffic to its website. Mr. Dubiel suggested adding a link to the District's website on the operating company's website. Director Mattox suggested adding the website information to the water bill.

Director Givens informed the Board he visited with garbage vendors at AWBD.

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

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

Mr. Atkinson reported Harris County will be relocating the force main at the Joint Harris County UD No. 14 ("UD14") and No. 15 Lift Station for the Greens Bayou expansion. He stated Harris County sent a final offer, of \$33,621.00, to purchase the property. He requested the Board authorize the signature for the Deed for Acquisition of the property.

Mr. Atkinson informed the Board the detention pond behind the MidSouth Bank has not been maintained. He stated HCAD records show the owner is the same entity that owns the automobile sales and repair facility located on the corner of Gears Road and West Greens Road.

Mr. Atkinson reported the engineer for UD14 has provided a location map for a potential water meter vault for a meter between the districts. He recommends testing the proposed meter location to make sure there are not any pressure or residual issues. Director Goodie asked the engineer and operator to coordinate the testing. Director Givens asked if the meter vault on Antoine can be re-used. Mr. Atkinson stated he will check the meter vault.

Mr. Atkinson discussed the hotel project on Veterans Memorial. He reported the detention pond configuration and building layout were modified because of a gas line that was located in the drainage ditch on Veterans Memorial.

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 to authorize the signature of the Deed for Acquisition of the property located adjacent to Greens Bayou.

7. TAX ASSESSOR/COLLECTOR REPORT. Yvonne Luevano presented the tax report for May, a copy of which is attached as Exhibit "B". The report reflected the District has collected 94.65% of its 2016 taxes and 95.10% of its 2015 taxes as of May 31, 2017.

Ms. Luevano reported the 2017 Preliminary Value is \$175,377,627, which does not include personal property.

Ms. Luevano presented a flyer for a taxation workshop being presented by Wheeler & Associates.

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

8. JOINT OPERATIONS REPORT. The Board reviewed the Joint Water Plant reports for May and June. The Board discussed the low accountability. Director Goodie asked Mr. Dubiel if there are any leaks. Mr. Dubiel stated UD14 has not informed him about any leaks at this time. Director Kelley asked if the fire hydrants are leaking. Mr. Dubiel stated the fire hydrants were recently tested and there were not any leaks. Director Givens stated he will discuss joint testing for possible leaks at the Joint Water Plant meeting next month.

The Board next reviewed the Joint Wastewater Treatment Plant report.

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

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 Mosley and seconded by Director Mattox that the bookkeeper's report be approved, and that the checks listed therein be approved. Said motion carried unanimously.

11. JOINT WATER PLANT BUDGET FOR FISCAL YEAR ENDING MARCH 31, 2018. The Board tabled this item.

12. 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 946 active connections in the District and no new taps. He also reviewed the preventative maintenance program and the call log.

Mr. Dubiel reported there were two leaks repaired.

Director Goodie asked about notifications to customers regarding leaks. Mr. Dubiel stated 36 door hangers will be placed concerning the possible leak locations based upon the Smart Meter data.

Mr. Dubiel next presented the write-off list and delinquent list for approval.

Mr. Dubiel reported they will test the commercial meters for accuracy.

Mr. Dubiel informed the Board an operator, at his office, has been certified for drone flying to use in connection with smoke leak testing.

Director Goodie discussed getting an estimate for clearing the path where the trunkline is located through the woods. Director Givens stated he will contact the daughter of the owner to

inform her of the plan to clear the area. Director Goodie suggested checking the trunkline for possible leaks.

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

13. DETENTION POND MAINTENANCE REPORT. Daniel Pereyra presented the Detention Pond Maintenance Report. Director Givens requested an estimate be provided at the next Board meeting for the costs to maintain the First Industrial Detention Pond.

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.

14. FIRST INDUSTRIAL TRACT EASEMENTS AND CONVEYANCES. The Board tabled this item.

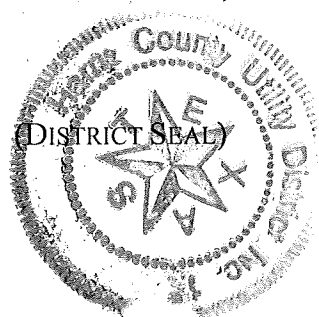
15. DISTRICT RECORD RETENTION POLICY. The Board tabled this item.

16. OTHER ITEMS. Director Mattox discussed reviewing the TML insurance to determine if the new property has been added to the list.

Director Givens informed the Board AWBD is holding a workshop in Humble in July for new directors.

17. 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 25th day of July, 2017.



Bridget D. Kelley
Secretary

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