

**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 August 22, 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 except Director Givens. Director Givens participated via telephone. Director Mattox arrived late.

Also present were Chris Richardson, attorney, of Strawn & Richardson, P.C.; Yvonne Luevano of Wheeler & Associates, Inc.; Andrew Miller of Municipal Operations & Consulting, Inc.; Darrell Hawthorne of Municipal Accounts & Consulting, L.P.; Paul Anderson of Edminster Hinshaw Russ & Associate; Ryan Fortner of Sales Revenue, Inc.; Daniel Pereyra of Environmental Allies; Tiana Smith of Waste Management; 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 MEETINGS.** The Board first considered approving the minutes of the meetings of May 20, 2017, July 18, 2017 and July 25, 2017. It was moved by Director Kelley and seconded by Director Mosley that the minutes of the meetings of May 20, 2017, July 18, 2017 and July 25, 2017 be approved, which motion carried unanimously, 3-0.

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

4. **UPDATE ON TRASH SERVICES AND RECYCLING WIDGET.** Tiana Smith discussed with the Board webpage resources to support recycling services. She stated she will provide the Board with a sample link.

Director Kelley asked that the garbage company put a tag on the trash that is not bundled properly.

Director Goodie asked Ms. Smith to provide a quote for picking up trash along Antoine.

Ms. Smith discussed the \$0.32 CPI increase. She stated the previous rate was \$13.80 and the new rate is \$14.12. Ms. Smith added that the new rate will begin with the October invoices.

5. **DIRECTOR'S REPORTS.** Director Kelley suggested holding a gathering, such as a "night out", to reach out to the elderly. Director Goodie stated the tax assessor-collector would have the names of the residents that are over 65 years old. Director Goodie added that Off Cinco may be able to help as well.

6. **JOINT OPERATIONS REPORT.** The Board reviewed the Joint Water Plant report for August.

The Joint Wastewater Treatment Plant report was not presented at this time.

7. **TAX ASSESSOR/COLLECTOR REPORT.** Yvonne Luevano presented the tax report for July, a copy of which is attached as Exhibit "A". The report reflected the District has collected 98.08% of its 2016 taxes and 95.15% of its 2015 taxes as of July 31, 2017.

Ms. Luevano discussed the tax analysis provided to the Board.

Ms. Luevano also requested approval of the check to HCAD for the quarterly assessment in the amount of \$3,290.

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 July be approved, which motion carried unanimously, 3-0.

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 Kelley that the bookkeeper's report be approved, and that the checks listed therein be approved. Said motion carried unanimously, 3-0.

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

10. OPERATOR'S REPORT. Andrew Miller presented the monthly operator's report, a copy of which is attached as Exhibit "C". Mr. Miller 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. Miller reviewed information from the Beacon Electronics Meter System.

Director Kelley asked about a leak on her street. Mr. Miller stated he will investigate the leak. Denise Smith asked about a leak in her meter box. Mr. Miller stated he will also investigate the issue.

Mr. Miller next presented the delinquent list for approval.

Following further discussion, it was moved by Director Mosley, seconded by Director Kelley that the operator's report be approved, and that the delinquent list be approved, which motion carried unanimously, 3-0.

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

12. DETENTION POND MAINTENANCE REPORT. Daniel Pereyra presented the Detention Pond Maintenance Report. He reviewed the pictures of the detention basin.

Following further discussion, it was moved by Director Mosley and seconded by Director Kelley that the Detention Pond Maintenance Report be approved, which motion carried unanimously, 3-0.

13. ENGINEER'S REPORT. Paul Anderson presented the engineer's report, a copy of which is attached as Exhibit "D".

Mr. Anderson discussed the Greens Bayou expansion. He reported that Harris County will be relocating the force main for the Joint Harris County UD Nos. 14 and 15 Lift Station.

Mr. Anderson discussed the water meter vault. He informed the Board the existing water meter is 10-inches, which is not of adequate size for reuse at the location suggested by the UD 14 engineer. The most cost efficient location would be the site recommended by the UD 14 engineer with a proper size meter.

Mr. Anderson reported the owner of the hotel project on Veterans Memorial was required to provide an additional easement for Harris County to maintain the roadside ditch along Veterans Memorial. He stated the detention pond configuration and building layout was modified.

Following further discussion, a motion was made by Director Mosley, seconded by Director Kelley, and unanimously carried that the engineer's report be approved, 3-0.

Director Mattox entered the meeting at this time.

14. GENERAL MANAGER'S REPORT. Director Givens presented the General Manager's Report. He discussed the tax base analysis provided by the tax assessor-collector's office.

Director Givens informed the Board the "Gallery" page has been added to the website. He stated the future plans are to upload educational videos.

Director Givens discussed the use of the IRIS alerts. He also discussed the possible use of social media for customer engagement.

Director Givens reported the District has received proposals for the District Building from Purser Architectural, R.D. Weiler Associates, and Story Architects. He recommended holding a special meeting to review the proposals. The Board agreed to hold a special meeting on September 14, 2017 at 6:00 p.m.

Director Givens next discussed the upgrade to the internet service at the meeting facility.

Following further discussion, it was moved by Director Kelley, seconded by Director Mattox, and unanimously carried that the General Manager's report be approved, 4-0.

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

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

17. REVIEW OF LEGAL FEE AGREEMENT. The Board tabled this item.

Director Mattox stepped out of the meeting at this time.

18. REVIEW AND CONSIDER APPROVAL OF RENEWAL OF INSURANCE. The Board considered the approval of the renewal of insurance with TML for 2017 through 2018.

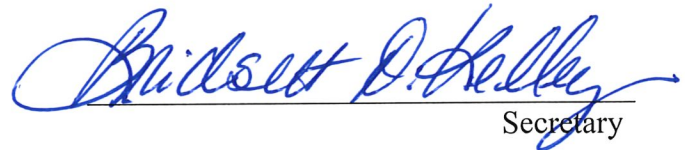
Following further discussion, it was moved by Director Mosley and seconded by Director Kelley to approve the renewal of insurance with TML, which motion carried unanimously, 3-0.

Director Mattox reentered the meeting.

19. CLOSED SESSION. The Board held a closed session to discuss Lincoln Green Sewage Treatment Plant matters with its attorney. The closed session began at 7:05 p.m. and ended at 7:25 p.m.

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

PASSED, ADOPTED and APPROVED this 26th day of September, 2017.


Secretary

