

**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 special session, open to the public, at its meeting place inside the boundaries of the District, at 6750 West Loop South, Suite 865, Bellaire, Harris County, Texas on December 19, 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.

Also present were Chris Richardson of Strawn & Richardson, P.C.; Yvonne Luevano and Miranda Burke of Wheeler & Associates, Inc.; Greg Dubiel of Municipal Operations & Consulting, Inc.; Arturo Cornejo of Municipal Accounts & Consulting, L.P.; Paul Anderson of Edminster Hinshaw Russ & Associate; and Travis Benes 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 next considered approving the minutes of the meetings of October 19, 2017 and November 28, 2017. It was moved by Director Mattox

and seconded by Director Kelley that the minutes of the meeting of November 28, 2017 be approved, which motion carried unanimously, 4-0.

The Board tabled approval of the minutes of the meeting of October 19, 2017.

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

4. DIRECTOR'S REPORTS. Director Kelley discussed the water sampling solicitation occurring in the area. She stated Director Givens immediately arranged for an IRIS alert. Director Mattox stated the HOAs have "no solicitation" signs in the neighborhood.

5. GENERAL MANAGER'S REPORT. Director Goodie reviewed the General Manager's Report. CenterPoint Energy provided a revised cost of \$51,254.00 to install the street lights, plus a monthly fee \$1,185.00. The Board reviewed the revised Street Light Agreement letter. The Board deferred action pending feedback from Greenfield Village HOA.

6. JOINT OPERATIONS REPORT. The Board reviewed the Joint Water Plant report for December. Director Goodie noted the water accountability was higher.

7. TAX ASSESSOR/COLLECTOR REPORT. Yvonne Luevano introduced Miranda Burke. Ms. Luevano presented the tax report for November, a copy of which is attached as Exhibit "A". The report reflected the District has collected 2.46% of its 2017 taxes and 98.71 of its 2016 taxes as of November 30, 2017.

Following further discussion, it was moved by Director Mosley and seconded by Director Kelley that the tax assessor/collector's report for the month of November be approved, which motion carried unanimously, 4-0.

8. REVIEW OF TAX ASSESSOR-COLLECTOR AGREEMENT. Director Mattox discussed his review of the Tax Assessor-Collector Agreement. He stated the tax assessor is requesting approval of a new Agreement. Ms. Luevano explained the current base fee

is \$1,900 and the new base fee will increase to \$2,125. Director Goodie asked if there is a specific trigger for the increase. Ms. Luevano stated it is a basic cost increase.

Following further discussion, it was moved by Director Mattox and seconded by Director Mosley to retain Wheeler & Associates, Inc. as the District' tax assessor-collector, and to approval the new Tax Assessor-Collector Agreement, which motion carried unanimously, 4-0. A copy of the Tax Assessor-Collector Agreement is attached as Exhibit "B".

9. REVIEW OF DELINQUENT TAX COLLECTION CONTRACT. The Board tabled this item.

10. BOOKKEEPER'S REPORT, INVESTMENT REPORT AND PAYMENT OF BILLS. Arturo Cornejo presented the bookkeeper's report, a copy of which is attached as Exhibit "C".

Mr. Cornejo reported the District received a check from Harris County Flood Control District in the amount of \$33,621.00 for the land at the meeting facility construction site.

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, 4-0.

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

12. INVESTMENT POLICY. The Board next considered reviewing the Investment Policy. Mr. Richardson explained an annual review and confirmation of the Investment Policy is required by the Public Funds Investment Act. He stated changes were made to the Act during the 2017 legislative session and the District's policy has been updated to reflect those changes.

Following further discussion, it was moved by Director Mattox and seconded by Director Kelley, to approve the Order Approving Investment Policy, a copy of which is attached as Exhibit "D", which motion carried unanimously.

13. OPERATOR'S REPORT. Greg Dubiel presented the monthly operator's report, a copy of which is attached as Exhibit "E". 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. He 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, 4-0.

14. DETENTION POND MAINTENANCE REPORT. Travis Benes informed the Board he will be the new account representative for the District. He presented the Detention Pond Maintenance Report. Mr. Benes reported an improved Bermuda grass will be planted in the Spring with a new type of fertilizer.

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

Mr. Anderson reported the proposal from Tackle Construction for the water meter vault was approved.

Mr. Anderson informed the Board the developer for the First Industrial Warehouse is having a surveyor create graphic exhibits for the property transfer agreements.

Mr. Anderson discussed the widening of Greens Bayou. He reported Harris County has provided as-built drawings for the utility relocations and the projects are now complete.

Mr. Anderson informed the Board the Corps of Engineers has completed the wetlands permit.

Following further discussion, a motion was made by Director Kelley, seconded by Director Mosley, and unanimously carried that the engineer's report be approved, 4-0.

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

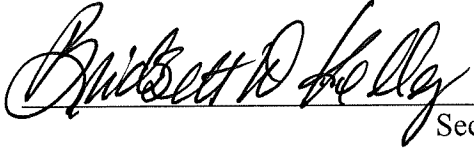
17. FIRST INDUSTRIAL TRACT EASEMENTS AND CONVEYANCES. The Board tabled this item.

18. REVIEW OF LEGAL FEE AGREEMENT. Director Goodie discussed his review of the Legal Fee Agreement with Chris Richardson. Director Goodie recommended retaining Strawn & Richardson, P.C. as the District's attorney.

Following further discussion, it was moved by Director Mattox and seconded by Director Kelley to retain Strawn & Richardson, P.C. as the District's attorney, which motion carried unanimously, 4-0.

19. ADJOURNMENT. There being no further business to come before the Board, it was moved by Director Mosley, seconded by Director Kelley that the Board meeting be adjourned, which motion carried unanimously, 4-0.

PASSED, ADOPTED and APPROVED this 23rd day of January, 2018.


Secretary

