

**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 4127 Breckenridge, Harris County, Texas on May 29, 2018. 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 Kelley entered the meeting before the Directors' reports and Director Mattox entered the meeting after engagement of the financial advisor.

Also present were Chris Richardson of Strawn & Richardson, P.C.; Greg Dubiel of Municipal Operations & Consulting, Inc.; Darrell Hawthorne of Municipal Accounts & Consulting, L.P.; Robert Atkinson of Edminster Hinshaw Russ & Associate; Ryan Fortner of Sales Revenue, Inc.; Travis Benes of Environmental Allies; Greg Lentz of Masterson Advisors, LLC; and Kathryn Foss of Municipal Financial Services, LLC.

*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 April 17, 2018, April 19, 2018 and April 25, 2018. It was moved by Director Givens and seconded by Director Mosley that the minutes of the meetings of April 19, 2018 and April 25, 2018 be approved, which motion carried unanimously, 3-0.

The Board deferred approval of the April 17, 2018 minutes.

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

Director Kelley entered the meeting at this time.

4. **DIRECTOR'S REPORTS.** Director Goodie thanked Director Kelley for organizing the Customer Appreciation Barbeque Event.

5. **CONSIDER TERMINATION OF FINANCIAL ADVISOR CONTRACT WITH HILLTOP SECURITIES AND ENGAGEMENT OF MASTERSON ADVISORS, LLC.** The Board considered termination of financial advisory contract with Hilltop Securities, Inc., authorizing the attorney to provide notice of same and to review the agreement with Masterson Advisors, LLC, and to consider engagement of same. Greg Lentz informed the Board Drew Masterson and Julie Peak are the Principals at Masterson Advisors, LLC. He presented a Financial Advisory Contract with Masterson Advisors, LLC, a copy of which is attached as Exhibit "A".

Following further discussion, it was moved by Director Mosley and seconded by Director Givens to terminate the financial advisory contract with Hilltop Securities, Inc., to authorize the District's attorney to provide notice of the termination to Hilltop Securities, Inc., to request waiver of the required 30-day notice of same, and to hire Masterson Advisors, LLC, which motion carried unanimously, 4-0.

Director Mattox entered the meeting at this time.

**6. PRESENTATION OF EVO REGARDING DISTRICT ANALYSIS AND METRICS REPORT.** Kathryn Foss, of Municipal Financial Services, LLC, presented a proposal of the EVO district analysis and metrics report. She answered questions from the Board members.

Following further discussion, it was moved by Director Mosley and seconded by Director Mattox to approve the proposal from Municipal Financial Services, LLC for the EVO district analysis and metrics report, which motion carried unanimously, 5-0.

**7. STRATEGIC PARTNERSHIP AGREEMENT AUDIT REPORT.** Ryan Fortner reviewed the Strategic Partnership Agreement Audit Report with the Board.

Following further discussion, it was moved by Director Kelley and seconded by Director Mosley to approve the Strategic Partnership Agreement Audit Report, which motion carried unanimously, 5-0.

**8. GENERAL MANAGER'S REPORT.** Director Givens presented the General Manager's Report. He discussed the District website enhancements. He then presented the April analytics for the Board's review. Director Givens reported he coordinated with Off Cinco to place Waste Management's URL on the District's website. He also coordinated with the operator's office to place Waste Management's URL on its website as well as the water bills.

Director Givens discussed the street lights on Greens Road. He informed the Board that he discussed the possibility of the City of Houston funding the project with Janice Weaver, of the Mayor's office. He stated Ms. Weaver requested a copy of the CenterPoint Energy proposal so she could research the issue. Director Givens stated he emailed her a copy of the proposal and

requested funding assistance from the City of Houston to cover the street light installation cost in the amount of \$65,399.00.

Director Givens discussed the District Administration building. He reported the Board adopted a construction budget of \$2,000,000. Director Givens reviewed the Soils Report Proposals from Geo Technical.

The Board discussed the service provided by Waste Management.

Following further discussion, it was moved by Director Mosley, seconded by Director Mattox, and unanimously carried that the General Manager's report be approved, and to authorize the attorney to send a letter for termination of service to Waste Management, 5-0.

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

Director Givens noted the attorney has been requesting the Joint Wastewater Treatment Plant from JePa Services.

**10. TAX ASSESSOR/COLLECTOR REPORT.** Ryan Fortner presented the tax report for April, a copy of which is attached as Exhibit "B". The report reflected the District has collected 97.56% of its 2017 taxes and 97.03 of its 2016 taxes as of April 30, 2018.

Following further discussion, it was moved by Director Mattox and seconded by Director Mosley that the tax assessor/collector's report for the month of April be approved, which motion carried unanimously, 5-0.

**11. DELINQUENT TAX REPORT.** Mr. Fortner next reviewed the Delinquent Tax Report. He stated no action is needed at this time

**12. 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 Mattox and seconded by Director Kelley that the bookkeeper's report be approved, and that the checks listed therein be approved. Said motion carried unanimously, 5-0.

**13. 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 948 active connections in the District, 872 garbage accounts, and 23 accounts that are vacant. He also reviewed the preventative maintenance program and the call log.

Mr. Dubiel 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, 5-0.

**14. CONSUMER CONFIDENCE REPORT.** Mr. Dubiel presented the 2017 Consumer Confidence Report for approval. He stated the website link for the Consumer Confidence Report will be added to the water bill. Following further discussion, it was moved by Director Mattox and seconded by Director Mosley that the 2017 Consumer Confidence Report be approved, which motion carried unanimously.

**15. DETENTION POND MAINTENANCE REPORT.** Travis Benes presented the Detention Pond Maintenance Report. He reported information has been submitted to Harris County for the West Greens Business Park Detention Basin Storm Water Quality permit renewal.

Following further discussion, it was moved by Director Mattox and seconded by Director Mosley to approve the Detention Pond Maintenance Report, which motion carried unanimously, 5-0.

**16. ENGINEER'S REPORT.** Robert Atkinson presented the engineer's report, a copy of which is attached as Exhibit "E". Mr. Atkinson discussed Veterans Memorial Drive project. He stated they are continuing to coordinate the utility location and relocation with Harris County. He added that the project limits for this phase of the project will be from Beltway 8 to FM 1960. Mr. Atkinson informed the Board there is the potential relocating of some of the facilities for the District and possibly the Joint Sanitary Sewer Trunk Line with Harris County UD No. 14.

Mr. Atkinson reported the legal agreements for the transfer of the detention basin and related real property with First Industrial Development, are in the process of being marked up for the developers.

Mr. Atkinson discussed the District Building. He informed the Board the detention basins adjacent to the District Building will be unavailable to any new development. Mr. Atkinson explained those projects are constructed using Federal Funds and are only to be used to mitigate existing flood waters. He added that the expansion of another detention pond would be inefficient due to the transportation cost of the dirt.

Following further discussion, a motion was made by Director Mattox, seconded by Director Mosley, and unanimously carried that the engineer's report be approved, 5-0.

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

**18. REVIEW OF ETHICS POLICY.** The Board tabled this item.

19. **ADJOURNMENT.** There being no further business to come before the Board, it was moved by Director Kelley, seconded by Director Mosley that the Board meeting be adjourned, which motion carried unanimously, 5-0.

*PASSED, ADOPTED and APPROVED* this 26th day of June, 2018.

  
Secretary

