

**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, Harris County, Texas on October 23, 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 except Director Mattox.

Also present were Chris Richardson of Strawn & Richardson, P.C.; Greg Dubiel of Municipal Operations & Consulting, Inc.; Yvonne Luevano of Wheeler & Associates; Darrell Hawthorne of Municipal Accounts & Consulting, L.P.; Robert Atkinson of Edminster Hinshaw Russ & Associates; Travis Benes of Environmental Allies; Ryan Fortner of Sales Revenue, Inc.; Greg East of Perdue Brandon Fielder Collins & Mott, LLP; Kathryn Foss of Municipal Financial Services, LLC; and Kevin Atkinson of Texas Pride.

WHEREUPON, the meeting was called to order by the President of the Board, 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. 2018 TAX RATE PUBLIC HEARING. The Board President called to order the Public Hearing on the 2018 Tax Rate. The Board noted that no taxpayer appeared to take part in the Public Hearing, as published by law. It was moved by Director Mosley and seconded by Director Kelley to close the Public Hearing, which motion carried unanimously.

3. 2018 TAX RATES. The Board considered setting the 2018 Debt Service Tax Rate at \$0.145. The Order Setting 2018 Debt Service Tax Rate was presented for approval, a copy of which is attached as Exhibit "A".

The Board next considered setting the 2018 maintenance tax rate at \$0.565. The Order Setting 2018 Maintenance Tax Rate was presented for approval, a copy of which is attached as Exhibit "B".

Following further discussion, it was moved by Director Givens and seconded by Director Mosley to approve setting a \$0.145 debt service tax rate and a \$0.565 maintenance tax rate, and that the Order Setting 2018 Debt Service Tax Rate, and the Order Setting 2018 Maintenance Rate be approved, which motion carried unanimously, 4-0.

4. AMENDMENT TO NOTICE TO SELLERS AND PURCHASERS. Chris Richardson presented the Amendment to Notice to Sellers and Purchasers of Real Estate Within the District, a copy of which is attached as Exhibit "C". Mr. Richardson explained the Notice reflects the 2018 tax rate and will be filed in the Real Property Records of Harris County, Texas. It was moved by Director Mosley and seconded by Director Kelley that the Amendment to Notice to Sellers and Purchasers of Real Estate Within the District be approved, which motion carried unanimously, 4-0.

5. MINUTES OF MEETINGS. The Board next considered approving the minutes of the meetings of August 9, 2018, September 18, 2018 and September 25, 2018. It was moved

by Director Givens and seconded by Director Mosley that the minutes of the meetings of August 9, 2018, September 18, 2018 and September 25, 2018 be approved, which motion carried unanimously, 4-0.

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

7. DIRECTOR'S REPORTS. The Director's reports were not presented at this time.

8. JOINT OPERATIONS REPORT. The Board reviewed the Joint Wastewater Treatment Plant report for August 2018. Director Givens stated the District received permit information from JePa. He informed the Board the Harris County UD No. 14 violation was discussed at the Joint STP meeting. He stated the District has a copy of the letter from TCEQ outlining the bacteriological violation. Director Goodie stated he is concerned with the lack of communication.

9. TAX ASSESSOR/COLLECTOR REPORT. Yvonne Luevano presented the tax report for September, a copy of which is attached as Exhibit "D". The report reflected the District has collected 98.86% of its 2017 taxes and 99.37% of its 2016 taxes as of September 30, 2018.

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 September be approved, which motion carried unanimously, 4-0.

10. DELINQUENT TAX REPORT. Greg East presented the delinquent tax report, a copy of which is attached as Exhibit "E". He reported water termination letters have been sent. Mr. East requested authorization to terminate water service to the accounts which remain unpaid and are without payment agreements.

Following further discussion, it was moved by Director Kelley and seconded by Director Mosley to authorize the delinquent tax attorney to terminate water service to the accounts which remain unpaid and are without payment agreements, which motion carried unanimously, 4-0.

11. STRATEGIC PARTNERSHIP AGREEMENT AUDIT REPORT. Ryan Fortner presented the Strategic Partnership Agreement Audit Report for the Board's review and approval. He reported there were several retail business closures.

Following further discussion, it was moved by Director Kelley and seconded by Director Mosley that the Strategic Partnership Agreement Audit Report be approved, which motion carried unanimously, 4-0.

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 "F". Mr. Hawthorne also presented the annual electricity report.

Director Givens noted the water and sewer revenues for the month were down according to the budget.

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.

13. REVIEW OF BOOKKEEPER'S AGREEMENT. The Board tabled this item.

Director Mosley left the meeting at this time.

14. EVO METRICS REPORT. Kathryn Foss presented the District's EVO Metrics Report for the Board's review and approval.

Following further discussion, it was moved by Director Kelley and seconded by Director Givens that the EVO Metrics Report be approved, which motion carried unanimously, 3-0.

15. GENERAL MANAGER'S REPORT. Director Givens presented the General Manager's Report. He then presented the September website analytics for the Board's review. He reported the Texas Pride information was added to the Trash page on the website.

Director Givens informed the Board the Emergency Contact Form was mailed with the October water bills.

Director Givens reported the garbage service transition is complete. He stated there have been some issues concerning customer garbage not being collected. Director Givens stated he requested Kevin Atkinson attend the meeting to address the issues.

Director Givens presented the AWBD Award submission application for the Board's review, which will need to be submitted by October 31, 2018. He explained a Board resolution is required to be submitted along with the application. The Board considered approval of the Resolution Approving Submittal of the Project Awards Application for Inclusion in the Association of Water Board Directors, a copy of which is attached as Exhibit "G".

Following further discussion, it was moved by Director Kelley, seconded by Director Givens, and unanimously carried that the General Manager's report be approved, and that the Resolution Approving Submittal of the Project Awards Application for Inclusion in the AWBD be approved, 3-0.

16. OPERATOR'S REPORT. Greg Dubiel presented the monthly operator's report, a copy of which is attached as Exhibit "H". Mr. Dubiel reported there are 949 active connections in the District, 870 garbage accounts, and 22 accounts that are vacant. He also reported the water accountability is 84%. The Board discussed the low accountability.

Mr. Dubiel reviewed the preventative maintenance program and the call log.

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

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

17. DETENTION POND MAINTENANCE REPORT. Travis Benes presented the Detention Pond Maintenance Report.

Mr. Benes presented a proposal for the spring and fall overseeding and fertilization of the Breckenridge Detention Pond for \$900.

Mr. Benes next presented a proposal for side slope remediation at the Breckenridge Detention Pond for \$1,250.

Following further discussion, it was moved by Director Kelley and seconded by Director Givens to approve the Detention Pond Maintenance Report, to approve the proposal for the spring and fall overseeding and fertilization of the Breckenridge Detention Pond, and to approve the proposal for side slope remediation at the Breckenridge Detention Pond, which motion carried unanimously, 3-0.

18. ENGINEER'S REPORT. Robert Atkinson presented the engineer's report, a copy of which is attached as Exhibit "I". Mr. Atkinson reported the manager of the storage facility has been provided the water and sewer location for the utility connection at 11423 Veterans Memorial. He stated the owner was informed of the format for plans and the approvals that are required.

Mr. Atkinson next discussed the Veterans Memorial Drive project. He stated it is anticipated that Harris County will have a utility coordination meeting in the early part of 2019.

Mr. Atkinson discussed the First Industrial Detention Basin. He stated owners have provided all of the documentation and they have been reviewed.

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

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

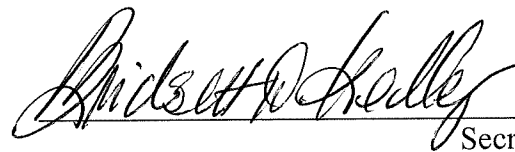
20. FIRST INDUSTRIAL TRACT EASEMENTS AND CONVEYANCES. The Board tabled this item.

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

22. OTHER ITEMS. Kevin Atkinson, of Texas Pride, presented the garbage collection report. The Board discussed the report. Director Givens asked about the collection process. Mr. Atkinson explained they are able to tag the incorrect items, whether it is trash or recycling. He added they can also take photos of anything that is not picked up.

23. ADJOURNMENT. There being no further business to come before the Board, it was moved by Director Kelley, seconded by Director Givens that the Board meeting be adjourned, which motion carried unanimously, 3-0.

PASSED, ADOPTED and APPROVED this 27th day of November, 2018.


Secretary

