

**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 February 26, 2019. 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. Directors Goodie and Mattox entered the meeting during the public comments.

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; Kathryn Foss of Municipal Financial Services, LLC; Dave Yeager of Texas Pride Disposal; and Ladonna Johnson, District resident.

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 Givens led those assembled in prayer.

2. MINUTES OF MEETINGS. The Board next considered approving the minutes of the meetings of the January 8, 2019, January 15, 2019 and January 22, 2019. It was moved by Director Givens and seconded by Director Mosley that the minutes of the meetings on January 8, 2019, January 15, 2019 and January 22, 2019 be approved, which motion carried unanimously, 3-0.

3. PUBLIC COMMENTS. Ladonna Johnson addressed the Board regarding two bulk items that were not picked up by Texas Pride Disposal. She stated there was a tag left on her curb. Director Givens explained Texas Pride Disposal offered to pick up the items for \$125.00. He stated the flyer indicated the garbage service would pick up two bulk items, but construction and remodeling debris is not included in the contract. Dave Yeager, of Texas Pride Disposal, stated they can pick up what is remaining.

Directors Goodie and Mattox entered the meeting at this time.

Director Mattox stated he does not appreciate the phone calls and voicemails from Texas Pride's customer service. The feedback from customers has been less than positive.

4. DIRECTOR'S REPORTS. Director Givens noted the AWBD District Project Award for Water Conservation.

Director Goodie discussed the Customer Appreciation Barbeque event. Directors Mattox and Kelley will organize the event this year.

5. EVO REPORT. Kathryn Foss presented and reviewed the EVO Report. Director Givens discussed various questions.

6. GENERAL MANAGER'S REPORT. Director Givens presented the General Manager's Report. He discussed the garbage service. Director Givens stated it was his understanding that residential construction debris should be picked up. He added that Texas Pride Disposal indicated they would be willing to amend the contract.

Director Givens reviewed the Call Log and Tonnage Report with Mr. Yeager.

Director Givens reported the Emergency Contact form for IRIS alerts was uploaded to the District website.

Director Givens informed the Board that Connect the Dots has requested the name of the directors who are responsible for organizing the 2019 Customer Appreciation Barbeque. He stated he provided Director Mosley with alternative ideas and samples for customer give away items.

Director Givens reported the operator's office received 106 Emergency Contact forms back to be added to the IRIS database.

Director Givens stated Director Mattox attended the Greens Bayou Coalition West Reach Committee meeting on February 14, 2019.

Director Givens informed the Board the operator's office has updated the Asset Management Program.

Director Givens reported Story Architects updated the Board regarding the status of the completion of civil plans for submission of a bid package. He stated there was discussion relating to the selection of finishing elements and the Board agreed to schedule a visit to one or more design centers as part of the selection process.

Director Givens discussed the American Water Infrastructure Act 2018. He stated he attended a TCEQ hosted Emergency Response Plan workshop. He explained after an assessment the EPA is working on requirements. Director Givens stated he will keep the Board updated.

Following further discussion, it was moved by Director Kelley, seconded by Director Mosley, and unanimously carried that the General Manager's report be approved, 5-0.

7. JOINT OPERATIONS REPORT. The Board reviewed the Joint Water Plant report and the Joint Wastewater Treatment Plant Report.

8. TAX ASSESSOR/COLLECTOR REPORT. Yvonne Luevano presented the tax report for January, a copy of which is attached as Exhibit "A". The report reflected the District has collected 78.34% of its 2018 taxes and 99.25% of its 2017 taxes as of January 31, 2019.

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 January be approved, which motion carried unanimously, 5-0.

9. 2019 TAX EXEMPTIONS. The Board considered setting the 2019 tax exemptions for persons over the age of 65 or disabled. Last year the District set an exemption of \$3,000.00 for persons over the age of 65 or disabled and a 10% homestead exemption. Following further discussion, it was moved by Director Mattox and seconded by Director Kelley that the Order Adopting 2019 Exemptions From Taxation be approved setting a 10% homestead exemption, and an exemption of \$3,000 for over 65 and/or disabled individuals, which motion carried unanimously, 5-0. A copy of said Order is attached as Exhibit "B".

10. SPA AUDIT REPORT. The Board tabled this item.

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

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. ANNUAL BUDGET AND JOINT WATER PLANT BUDGET FOR FISCAL YEAR ENDING MARCH 31, 2019. The Board tabled this item.

14. REVIEW OF BOOKKEEPER'S AGREEMENT. Director Mosley stated he will meet with Mr. Hawthorne to review the Bookkeeper's Agreement. The Board tabled this item.

15. 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 949 active connections in the District, 873 garbage accounts, and 21 accounts that are vacant. He also reported the water accountability is 88%.

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

Mr. Dubiel presented the Red Flag Policy Annual Report for the Board's review.

Mr. Dubiel next presented for the Board's review the Water Use Survey, which is required by the Texas Water Development Board. A copy of the Water Use Survey is attached as Exhibit "E".

Following further discussion, it was moved by Director Mosley, seconded by Director Kelley that the operator's report be approved, which motion carried unanimously, 5-0.

16. DETENTION POND MAINTENANCE REPORT. Travis Benes presented the Detention Pond Maintenance Report. He informed the Board the detention pond has not been mowed due to the fence issue.

Mr. Benes reported the access issue has been resolved and the sliding gate was installed.

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

17. **ENGINEER'S REPORT.** Robert Atkinson presented the engineer's report, a copy of which is attached as Exhibit "F". Mr. Atkinson discussed the plans for expanding the concrete parking and operations area of the Tadano Facility. He stated his office has located drainage information for use by the developers of the facility.

Mr. Atkinson stated they are continuing to coordinate the utility location on Veterans Memorial Drive with Harris County. He reported that the traffic signals and intersections are nearing completion.

Mr. Atkinson informed the Board he has made contact with the developers of the shopping center on Veterans Memorial Drive and West Greens Road. He stated the developers of the facility will provide plans for review.

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

18. **REVIEW OF ENGINEERING AGREEMENT.** The Board tabled this item

19. **OTHER ITEMS.** The Board requested Kevin Atkinson with Texas Pride attend the next meeting.

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

PASSED, ADOPTED and APPROVED this 26th day of March, 2019.



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Bridgett D. Kelley
Secretary