

**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 May 28, 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 except Director Mosley. Director Mattox entered the meeting after the bookkeeper's report.

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.; and Travis Benes of Environmental Allies.

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. MINUTES OF MEETINGS.** The Board considered approving the minutes of the Joint Water Plant and District Building meetings on April 16, 2019. It was moved by

Director Kelley and seconded by Director Givens that the minutes of the meetings on April 16, 2019 be approved, which motion carried unanimously, 3-0. The Board next considered approving the minutes of the meeting on April 23, 2019. It was moved by Director Givens and seconded by Director Kelley that the minutes of the meeting on April 23, 2019 be approved, which motion carried unanimously, 3-0.

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

4. JOINT OPERATIONS REPORT. The Board reviewed the Joint Water Plant report. The Board also reviewed the Joint Wastewater Treatment Plant report from the January through March time period.

5. TAX ASSESSOR/COLLECTOR REPORT. Yvonne Luevano presented the tax report for April, a copy of which is attached as Exhibit "A". The report reflected the District has collected 96.69% of its 2018 taxes and 99.32% of its 2017 taxes as of April 30, 2019.

Ms. Luevano reported the 2019 Preliminary Value is \$307,211,421, which is an 11% increase from the previous year.

Following further discussion, it was moved by Director Kelley and seconded by Director Givens that the tax assessor/collector's report for the month of April be approved, which motion carried unanimously, 3-0.

6. DELINQUENT TAX REPORT. Ms. Luevano presented the Delinquent Tax Report for the Board's review and approval.

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

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

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". He presented the checks for approval. He reviewed the capital projects fund breakdown, the FDIC insurance and pledged securities, the budget comparison and the debt service requirements.

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

Director Mattox entered the meeting at this time.

9. RESOLUTION REQUESTING USE OF SURPLUS FUNDS. Mr. Richardson presented for approval the Resolution Requesting Use of Surplus Funds, a copy of which is attached as Exhibit "C". He explained the Resolution requests the use surplus funds in the amount of \$989,474.90, to pay for a portion of the construction costs of the District Administration Building. He stated the Resolution will be filed with the TCEQ for its approval.

Following further discussion, it was moved by Director Givens and seconded by Director Kelley that the Resolution Requesting Use of Surplus Funds be approved and to authorize the filing of same with the TCEQ, which motion carried unanimously, 4-0.

10. 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, 870 garbage accounts, and 21 accounts that are vacant. He also reported the water accountability is 93%.

Mr. Dubiel reviewed the preventative maintenance program and the call log. He also reviewed the Beacon Electronic Meter System Log.

Mr. Dubiel presented accounts to be written-off. He also presented the delinquent list for approval.

Following further discussion, it was moved by Director Mattox, seconded by Director Kelley that the operator's report be approved, and that the write-off list and delinquent list be approved, which motion carried unanimously, 4-0.

11. CONSUMER CONFIDENCE REPORT. Mr. Dubiel presented the 2018 Consumer Confidence Report for approval. Following further discussion, it was moved by Director Mattox and seconded by Director Kelley that the 2018 Consumer Confidence Report be approved, which motion carried unanimously, 4-0.

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

Following further discussion, it was moved by Director Mattox and seconded by Director Kelley to approve the Detention Pond Maintenance Report, which motion carried unanimously, 4-0.

13. ENGINEER'S REPORT. The Board reviewed the engineer's report, a copy of which is attached as Exhibit "E". The Class II Meeting Facility plat has been submitted to the City of Houston Planning and Development Department.

The engineer met with Kevin Story, the meeting facility architect, to discuss bid documents. The engineer will work with the architects for value engineering of the meeting facility.

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

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

15. REVIEW ETHICS POLICY. The Board tabled this item.

16. **DIRECTOR'S REPORTS.** Director Mattox updated the Board on the air conditioner repair at the District building.

Director Mattox discussed the very successful Customer Appreciation Barbeque.

17. **GENERAL MANAGER'S REPORT.** Director Givens presented the General Manager's Report. He then presented the April website analytics for the Board's review.

Director Givens stated he prepared a list of observations from the Customer Appreciation Barbeque for consideration during next year's planning process.

Director Givens reported he has not received any garbage complaints this month.

Director Givens stated the bid opening for the District Administration Building was May 21, 2019. He added that he has reached out to project managers for Requests for Proposals.

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

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

PASSED, ADOPTED and APPROVED this 25th day of June, 2019.



Burton D. Kelley
Secretary