

**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 22, 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 Directors Goodie and Kelley.

Also present were Chris Richardson, attorney, and Stephanie Nagel, legal assistant, 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; Ben Childress of Environmental Allies; James Ballowe of Texas Pride Disposal; Lisa Journagen of Connect the Dots; Kevin Story of Story Architects; and Ryan Busking of Brookstone Construction.

*WHEREUPON*, the meeting was called to order by the Vice 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 Mattox led those assembled in prayer.

2. **2019 TAX RATE PUBLIC HEARING.** The Board Vice President called to order the Public Hearing on the 2019 Tax Rate at 6:05 p.m. The Board noted that no taxpayer appeared to take part in the Public Hearing, as published by law. The Board then closed the Public Hearing at 6:10 p.m.

3. **2019 TAX RATES.** The Board considered setting the 2019 Debt Service Tax Rate at \$0.12. The Order Setting 2019 Debt Service Tax Rate was presented for approval, a copy of which is attached as Exhibit "A".

The Board next considered setting the 2019 maintenance tax rate at \$0.58. The Order Setting 2019 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 \$0.12 debt service tax rate and a \$0.58 maintenance tax rate, and that the Order Setting 2019 Debt Service Tax Rate, and the Order Setting 2019 Maintenance Rate be approved, which motion carried unanimously, 3-0.

4. **AMENDMENT TO AMENDED AND RESTATED DISTRICT INFORMATION FORM.** Chris Richardson presented the Amendment to Amended and Restated District Information Form, a copy of which is attached as Exhibit "C". Mr. Richardson explained the Amendment reflects the 2019 tax rate and will be filed in the Real Property Records of Harris County, Texas. It was moved by Director Givens and seconded by Director Mosley that the Amendment to Amended and Restated District Information Form be approved, which motion carried unanimously, 3-0.

5. **MINUTES OF MEETINGS.** The Board next considered approving the minutes of the meetings on September 21, 2019 and September 24, 2019. It was moved by Director

Givens and seconded by Director Mosley that the minutes of the meetings on September 21, 2019 and September 24, 2019 be approved, which motion carried unanimously, 3-0.

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

7. **DIRECTOR'S REPORTS.** The Board appointed Director Kelley to review the Tax Assessor-Collector Agreement.

8. **EVO REPORT PRESENTATION.** The Board tabled this item.

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

Lisa Journagen, with Connect the Dots, discussed the 2020 Customer Appreciation Barbeque event planned for May 2, 2020. She reviewed the event budget. Director Givens stated he asked Brookstone Construction to try and fast-track the work on the parking lots at the new meeting facility in order for it to be available for the Customer Appreciation Barbeque. He added that the church parking lot, used at previous events, can be the back-up in case the parking lot is not ready.

Director Givens reported several alerts were sent to the residents regarding the garbage fee increase.

Director Givens discussed the District Administration Building. He stated a workshop was completed on September 21, 2019 and follow up communication has been conducted with Ryan Busking of Brookstone Construction regarding a written agreement for the Board's consideration. Mr. Busking discussed the proposed contract. Chris Richardson stated he has received the contract to review. Director Givens suggested he, Mr. Busking and Mr. Story meet to work out the details of the contract. The Board discussed the budget for the meeting facility. Following further discussion, it was moved by Director Givens and seconded by Director Mosley

to adopt a meeting facility construction budget of \$3 million, as discussed at the September 21, 2019 special meeting, which motion carried unanimously, 3-0.

Director Givens next updated the Board on the appeal of the Variance Request. He reported the Commissioner's Court denied the appeal based on the variance likely putting the County's Flood Program at risk with FEMA.

Following further discussion, it was moved by Director Mosley, seconded by Director Mattox, and unanimously carried that the General Manager's report be approved, 3-0.

**10. JOINT OPERATIONS REPORT.** The Board reviewed the Joint Water Plant report for October 2019. The Board noted the October Joint Water Plant Meeting was canceled and it will be held in January 2020.

**11. 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 98.66% of its 2018 taxes and 99.45% of its 2017 taxes as of September 30, 2019.

Ms. Luevano reviewed the Delinquent Tax Report

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

**12. STRATEGIC PARTNERSHIP AGREEMENT AUDIT REPORT.** The Board tabled this item.

**13. BOOKKEEPER'S REPORT, INVESTMENT REPORT AND PAYMENT OF BILLS.** Darrell Hawthorne presented the bookkeeper's report, a copy of which is attached as Exhibit "E". 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 Givens and seconded by Director Mosley that the bookkeeper's report be approved, and that the checks listed therein be approved. Said motion carried unanimously, 3-0.

**14. OPERATOR'S REPORT.** Greg Dubiel presented the monthly operator's report, a copy of which is attached as Exhibit "F". Mr. Dubiel reported there are 949 active connections in the District, 873 garbage accounts, and 22 accounts that are vacant. He also reported the water accountability is 93%. Mr. Dubiel reviewed the preventative maintenance program and the call log. He informed the Board that five leaks were repaired

Mr. Dubiel presented two accounts to be written-off. He also presented the delinquent list for approval. The Board discussed providing courtesy door tags to those on the delinquent list to give the customers more time to pay.

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

**15. DETENTION POND MAINTENANCE REPORT.** Ben Childress presented the Detention Pond Maintenance Report for the Board's review.

**16. ENGINEER'S REPORT.** Robert Atkinson presented the engineer's report, a copy of which is attached as Exhibit "G". He reported the Class II Meeting Facility plat was approved by the City of Houston. Mr. Atkinson stated the building plans for the facility must be approved by Harris County prior to the recordation of the plat.

Mr. Atkinson discussed the development on West Greens Road. He reported they have been assisting the developer by providing drainage information for the project.

Mr. Atkinson informed the Board Harris County will begin analyzing the drainage channels and bayous in the county on January 1, 2020 and the draft of the new flood plain maps will be completed in the first quarter of 2021.

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

**17. REVIEW ENGINEERING AGREEMENT.** The Board tabled this item. The Board noted Director Mattox will review the Engineering Agreement and Director Goodie will review the Legal Fee Agreement.

**18. REVIEW GARBAGE CONTRACT.** Director Mattox stated he will review the Garbage Contract. The Board tabled this item.

**19. OTHER ITEMS.** The Board agreed to move the November Board meeting to November 19, 2019 at 6:00 p.m. at its regular meeting location and to move the December Board meeting to December 17, 2019 at 12:00 p.m. at the office of Strawn & Richardson, P.C.

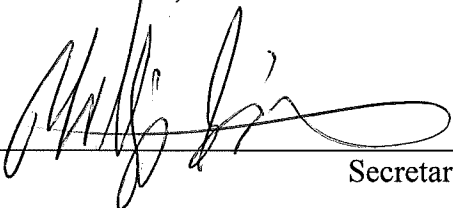
The Board discussed the \$3,500 Restart Fee from Story Architects. Kevin Story explained the Restart Fee is to be paid but deducted from the total amount of the re-design fee.

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

*PASSED, ADOPTED and APPROVED* this 19th day of November, 2019.



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Secretary