

MINUTES  
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 415

November 28, 2018

The Board of Directors (the "Board") of Harris County Municipal Utility District No. 415 (the "District") met in regular session, open to the public, November 28, 2018, at the offices of The Signorelli Company, 1400 Woodloch Forest Drive, Suite 200, The Woodlands, Texas, outside the boundaries of the District, and the roll was called of the members of the Board:

Michael Maher	President
Jeff Goebel	Vice President
Ms. Patricia Morlen	Secretary
James "Jim" Blankenship	Assistant Vice President
Fred Seidl	Assistant Secretary

and all of the above were present, thus constituting a quorum.

Also present at the meeting were Carol Blankenship, resident of the District; Crystal Horn of McGrath & Co., PLLC ("McGrath"); Trina Kilgore of Inframark, LLC ("Inframark"); Michael Arterburn of Utility Tax Service, LLC ("UTS"); Stephanie Viator of District Data Services, Inc.; Steve Sheldon of Dannenbaum Engineering Corporation ("Dannenbaum"); Jeff Dewese of The Signorelli Company; and Robert A. Seale, Sandra Staine, and Jane Miller of Allen Boone Humphries Robinson LLP ("ABHR").

APPROVE MINUTES

The Board considered approving the minutes of the meeting held October 24, 2018. After review and discussion, Director Morlen moved to approve the minutes as presented. Director Goebel seconded the motion, which carried by unanimous vote.

PUBLIC COMMENTS

There were no public comments.

UPDATE FROM DISTRICT ENGINEER ON TEXAS COMMISSION ON ENVIRONMENTAL QUALITY ("TCEQ") INSPECTION OF FACILITIES

Mr. Sheldon updated the Board on the status of the TCEQ inspection. He stated that the TCEQ has approved the District's purchase of the facilities included in the Series 2018 bond issue.

APPROVE DEVELOPER REIMBURSEMENT REPORT FOR SERIES 2018 UNLIMITED TAX BONDS

Ms. Horn reviewed a developer reimbursement report of sums due to The Commons of Lake Houston, Ltd., from proceeds of the District's Series 2018 Unlimited Tax Bonds. After review and discussion, and upon a motion by Director Morlen and a second by Director Goebel, the Board voted unanimously to approve the reimbursement report.

AUTHORIZE AUDITOR TO CONDUCT AUDIT FOR FISCAL YEAR END DECEMBER 31, 2018

Ms. Horn requested authorization to conduct the District's audit for the fiscal year ending December 31, 2018. After discussion, Director Seidl moved to authorize McGrath to conduct the District's audit for the fiscal year ending December 31, 2018. Director Morlen seconded the motion, which carried unanimously.

TRAVEL REIMBURSEMENT GUIDELINES AND DIRECTOR EXPENSES FOR ASSOCIATION OF WATER BOARD DIRECTORS WINTER CONFERENCE

The Board discussed the upcoming Association of Water Board Directors winter conference. After discussion, Director Goebel moved to authorize up to three per diems, two nights' hotel accommodations, and reimbursement of any meals not sponsored by the conference for directors attending the conference. Director Morlen seconded the motion, which passed by unanimous vote.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Viator distributed and reviewed the bookkeeper's report, including a list of checks presented for payment, a copy of which is attached. Following review and discussion, Director Goebel moved to approve the bookkeeper's report and payment of the bills listed in the report. Director Morlen seconded the motion, which carried by unanimous vote.

BUDGET FOR FISCAL YEAR DECEMBER 31, 2019

Ms. Viator reviewed the proposed budget for the fiscal year ending December 31, 2019, a copy of which is attached to the bookkeeper's report. After review and discussion, and upon a motion by Director Goebel and a second by Director Morlen, the Board voted unanimously to adopt the budget.

TAX ASSESSMENT AND COLLECTION MATTERS

Mr. Arterburn presented and reviewed the tax assessor/collector's report for October, a copy of which is attached. He reported that the District's 2017 taxes were 99.73% collected and the District's 2018 taxes were 0% collected as of October 31, 2018. Following review and discussion, Director Seidl moved to approve the tax

assessor/collector's report and payment of the tax bills. Director Blankenship seconded the motion, which passed by unanimous vote.

#### OPERATION OF DISTRICT FACILITIES

Ms. Kilgore reviewed the October operator's report, a copy of which is attached. She reviewed a proposal from Magna Flow to remove debris from the lift station, in the amount of \$2,200.00. Following review and discussion, Director Morlen moved to approve the operator's report and the proposal. Director Goebel seconded the motion, which passed unanimously.

#### ENGINEERING MATTERS

Mr. Sheldon stated that Dannenbaum is continuing to work with the City of Houston (the "City") on the City's acceptance of lift station no. 1. He reported that the meter at the lift station was installed last week. He added that Dannenbaum is continuing to working with the City to inspect the lift station and close out the permit. Mr. Sheldon reported that the City has requested original plans of the lift station design from 2011 with the permit stamp and Dannenbaum is unable to locate them. Director Morlen stated that she will work on the matter and requested that Mr. Sheldon forward the request from the City for the design plans.

Mr. Sheldon informed the Board that the Developer Participation Contract ("DPC") with the City for Commons Waterway, Section 8 will expire on January 17, 2019 and needs to be extended. After discussion, the Board concurred to authorize Mr. Sheldon to apply for an extension of the DPC for Commons Waterway, Section 8.

#### STORM WATER PERMITTING AND MAINTENANCE MATTERS

Mr. Sheldon reviewed photos of the completed and cleaned storm sewer facilities in the District provided by Storm Water Solutions.

#### REPORT ON DEVELOPMENT IN THE DISTRICT

There was no report on development in the District.

#### DISTRICT WEBSITE MATTERS

The Board discussed the District website. No action was taken.

#### REVIEW AND UPDATE EMINENT DOMAIN REPORT TO THE TEXAS COMPTROLLER

Mr. Seale reported that ABHR has filed the District's Eminent Domain Authority Annual Report with the Comptroller of the State of Texas pursuant to Senate Bill 1812.

BOARD MEETING SCHEDULE

The Board agreed to hold its next regular meeting on January 23, 2019, at 9:30 a.m. at the offices of The Signorelli Company.

There being no further business to come before the Board, the meeting was adjourned.

  
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Secretary, Board of Directors



LIST OF ATTACHMENTS TO MINUTES

	Minutes
	<u>Page</u>
Bookkeeper's report, including a list of checks presented for payment.....	2
Tax assessor/ collector's report .....	2
Operator's report.....	3