

**MINUTES OF REGULAR MEETING  
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 23  
DECEMBER 12, 2019**

**STATE OF TEXAS           §  
                                     §  
COUNTY OF HARRIS    §**

The Board of Directors of Harris County Municipal Utility District No. 23 of Harris County, Texas, met in regular session, open to the public, beginning at 6:00 P.M. at the regular meeting place inside the District on the 12<sup>th</sup> day of December, 2019, and the roll was called of the duly constituted officers and members of the Board, to-wit:

Oscar Dominguez	President
Jeffrey Blackwell	Vice President
Jim Haney	Secretary
Christy Shepard	Treasurer
Will Ross	Assistant Secretary/Treasurer

and all of said directors were present, thus constituting a quorum.

Persons also present included:

Wally Byers, of Courtyard Glen HOA ;  
Jennifer Elms, Engineer for District 220;  
Kandy Pfeffer of ETI Bookkeeping and Tax Services;  
Doug Jeffrey of TNG Utility Corp;  
John Sherrington, P.E. of Sherrington-Humble, LLC; and  
Michael A. Cole of Michael A. Cole, P.C.

**CUSTOMER COMMENTS, QUESTIONS, AND REQUESTS**

There were no questions or comments from customers.

**SECURITY REPORT**

There was no report submitted.

**MINUTES**

While minutes were provided for the November 14, 2019 meeting no action was taken on them.

## CONSENT AGENDA

### BOOKKEEPER AND TAX ASSESSOR COLLECTOR REPORTS

Ms. Pfeffer presented the bookkeeper, investment officer and tax assessor/collector's reports.

### ENGINEERING REPORT

John Sherrington presented the engineer's report. He reported that with regard to the regional wastewater treatment plant its rehabilitation was coming together, that AUC was to remove the package plant by January 8; and that he had met with Harris County Flood Control District representatives, who revealed that it was looking at creating detention facilities south and north of White Oak Bayou, but that nothing had been committed to in terms of specifics. In response to Director Dominguez's query concerning chloramines he explained that the utility operator mixes his own formulation of chloramine which he adds to the District's chlorine to create the correct mix with the City of Houston water, dependent upon the strength of the City's chloramine treated water and that this practice has been followed since 2005. [This addressed some apparent confusion at the last meeting concerning the treatment of water after initiating water supply from the City.] The Engineer asked for the Board's blessing for him to meet with officials of the City's engineering section concerning any engineering concerns the City may have about the District possibly serving properties south of the District which had few options for service. He also said that the type of folks he would be visiting with were not ones that would have any concerns about development or whether this would trigger the need for impact fees. The Attorney suggested that nonetheless the District should do a baseline analysis of how many connections it had when it negotiated its water supply agreement with the City of Houston, it having been previously noted that the District had lost a large number of customers due to flooding which more than offset the number of additional connections by serving District 220. The operator and Engineer indicated they would work at creating this base line.

### UTILITY OPERATOR

Doug Jeffrey presented the utility operator's report. He noted that there were 1211 customer accounts; that it was not clear whether the mailing situation had improved and so reticence to terminate service remained in place; that there had been a dissolved oxygen violation; and that operations were looking good.

### ATTORNEY REPORT

The attorney's report was presented. The attorney reported he would send a letter to the City of Houston requesting a 10% increase in the take or pay quantity of water being taken monthly from the City of Houston if approved by the Board. **Director Shepard then moved that the Attorney be authorized to write a letter to the City requesting an increase of 10% in its take or pay quantity of water from the City effectively immediately. The motion was seconded by Director Blackwell and approved unanimously.** It was also noted that Directors would indeed be required to take a cyber security training annually with the first one to be concluded no later than June 14, 2020.

### **BUILDING COORDINATOR'S REPORT**

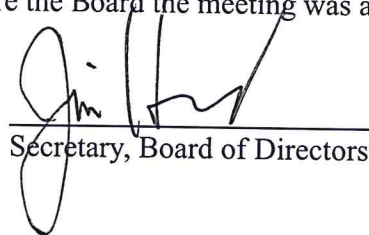
Director Haney provided a building coordinator's report. He noted that the County was repairing sinkholes near the trail and where "pitch" had been used to fill in along the banks of the drainage channel beneath the trail.

### **CONSENT AGENDA**

**Director Shepard moved the approval of the matters addressed in the consent agenda not including terminating accounts with delinquent water bills for which notice of this meeting and an opportunity to appear and show cause why such termination action should not occur had been given, which motion was seconded by Director Blackwell and carried by unanimous vote.**

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

(SEAL)

  
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Secretary, Board of Directors



**COMMITMENTS FOR ACTION  
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 23  
MEETING OF DECEMBER 12, 2019**

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**ATTORNEY**

*To continue efforts to effect resolution of dispute with District 220; contact the fine screen maintenance company; prepare encroachment agreement if determined necessary; review the January 2018 minutes regarding the operator contract; and present the Global Wet agreement. Attorney to write letter to City of Houston to increase take or pay quantity of water by 10%.*

**ENGINEER**

*Meet with City representatives regarding service to areas south of the Bayou; and prepare change order to N&S contract for sample refrigerator.*

**OPERATOR**

*Back charge fiber optics company for line break repairs on Gatehouse, repair service lines; and send letter to homeowner at 8422 Holmwood Drive that the District will repair the section of driveway and monitor it and if it later warranted will replace that section of the driveway. The operator would directly pay the District 1/3 of the total amount of overcharges; replace the rose by repaired fire hydrant; and review and execute an amendment to its agreement regarding 10% charges; prepare a presentation on proposed contract amendment at January meeting; check to make sure the school program qualifies for Water Smart project; and repair the leak on the District's side of the meter next to EFI.*

**BUILDING COORDINATOR**

*Check on the light outside the building and install the two thermostats, if not already done and to invite Will Sherman and James Wade of Precinct 4 Harris County Flood Control District to attend next meeting. Work with Engineer to consult with County on future plans for flood control.*

**BOOKKEEPER and TAX ASSESSOR/COLLECTOR**

*Nothing specifically required.*