

**MINUTES OF REGULAR MEETING
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 23
MAY 13, 2021**

**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 6:30 P.M. at the regular meeting place inside the District on the 13th day of May, 2021, and the roll was called of the duly constituted officers and members of the Board, to-wit:

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

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

Persons also present included:

Essa Ibrahim of the Sheriff's Department;
Jeanelle Walker and Wally Byers of Courtyard Glen;
Jennifer Landreville of ETI Bookkeeping and for Equi-Tax, Inc.;
Daniel Hayden, Engineer for District 220 and Pete Pedersen;
John Sherrington, P.E. of Sherrington-Humble, LLC;
Doug Jeffrey and Chip Callegari of TNG Utility Corp; and
Cindy Nichols of Michael A. Cole, P.C.

DISTRICT CUSTOMER COMMENTS

Jeanelle Walker stated that two bids had been received for 2 trash cans at the park. The Board clarified for Ms. Walker that the park belongs to Courtyard Glen, not the District.

SECURITY REPORT

The report was delivered by Essa Ibrahim. He indicated that April was a good month with not a lot of crimes reported. Director Haney reminded everyone that the cameras are designed to only capture a picture of the car and license plate number.

It was reported that there are utility locators in the area to locate lines so that cable lines can be installed. In response to Ms. Walker, Deputy Ibrahim reported that he placed 6 citations on cars for parking in the wrong direction.

MINUTES

Director Dominguez moved the approval of the April 8 and May 4, 2021 meetings minutes, which motion was seconded by Director Blackwell and carried by unanimous vote.

CONSENT AGENDA

BOOKKEEPER, INVESTMENT OFFICER AND TAX-ASSESSOR COLLECTOR REPORT

Ms. Landreville presented her report. She reported that banks are paying less than 1% interest on the District's deposits. She suggested opening a CD with Allegiance Bank in the amount of \$245,000 for either 6 months at 0.35% or one year at 0.42%, and further that the District open a new CD each month for \$245,000 so that each month one CD will mature. **Director Shepard moved that the District open a CD with Allegiance Bank in the amount of \$245,000 for 6 months at a rate of 0.35%, which motion was seconded by Director Dominguez and carried by unanimous vote.**

Ms. Landreville presented the list of checks for approval. **Director Shepard moved that the account at Compass Bank, as discussed on Page 10 of the bookkeeper's report, be closed, which motion was seconded by Director Dominguez and carried by unanimous vote.**

The budget was next presented. **Director Shepard moved its approval, which motion was seconded by Director Blackwell and carried by unanimous vote.**

Directors next authorized execution of a new Depository Pledge Agreement with Central Bank.

Ms. Landreville next presented the tax assessor/collector's report. She noted that the 2019 taxes are 99% collected, and the 2020 taxes are 96.3% collected.

ENGINEER REPORT

Mr. Sherrington presented his report. He reported that a Certificate of Compliance has been requested for the rehabilitation project at the regional wastewater treatment plant; and the District's wastewater discharge permit expires March 1, 2022 and the renewal application will be submitted to TCEQ no later than September 1, 2021. Mr. Sherrington reported that six bids had been received for recoating the exterior facilities at Water Plant No. 1, the low bidder of which is Viking Painting in the amount of \$108,500 and the next lowest bidder is CFG (\$13,000 more). Discussion was had concerning the bids and concern was expressed about the timeline for completion and the need for the District to expend any remaining bond proceeds before the end of the Temporary Period. At the conclusion of discussion, **Director Dominguez moved the contract be awarded to the low bidder, Viking Painting in the amount of \$108,500, which motion was seconded by Director Shepard and carried by unanimous vote.**

Mr. Sherrington next reported that three bids had been received for the inspection and

rehabilitation of Water Plant No. 2's water well no. 2. The low bidder is C&C Water Services in the amount of \$118,970. The well is expected to be down for about 3 months. At the conclusion of discussion, **Director Ross moved that the contract be awarded to C&C Water Services in the amount of \$118,970, which motion was seconded by Director Dominguez and carried by unanimous vote.**

UTILITY OPERATOR

Director Blackwell welcomed Chip Callegari to the meeting. Doug Jeffrey discussed the problems with the rotating drum screen, and he believes it is likely an electrical issue. John Sherrington said that this is included in the Capital Improvements Plan for next year and the approximate cost to replace it is \$233,000. No action was taken and the Board will revisit the matter at the next meeting.

The utility operator next reported that work had started at the White Oak Industrial Park without the engineer or utility operator's approval. During the work, a water pipe was broken and TNG ended up making the repair after 4 hours so that water could be restored to customers. The utility operator will back bill the charges. On another matter, the operator reported that a check has been received from the Volunteer Fire Department to install a tap.

The utility operator's report was next presented. The report reflects 1,211 ESFC's, and a water accountability ratio of 100.79%. There was an excursion on ammonia at the wastewater treatment plant, but all is now back to normal. Mr. Jeffrey reported that only one customer had applied for leak relief after the February freeze, the deadline for which is June 7. The customer lives on Battleoak and the March bill was for 38,000 gallons, where the February bill was for 4,000 gallons and the April bill was for 5,000 gallons. **Director Shepard moved that the March bill be rolled back to 4,000 gallons, which motion was seconded by Director Haney and carried by unanimous vote.**

In response to Director Blackwell, Chip Callegari explained that the Subsidence District had been created to address subsidence and we are now in the process of converting to surface water which has improved the situation.

ATTORNEY REPORT

There was no Attorney report provided for the meeting.

BUILDING COORDINATOR REPORT

The written report was provided to Directors. Director Haney reported on a complaint received from a resident on Split Oak about the drainage ditch behind her house not being mowed. He further explained that her house is the 3rd house on Split Oak and that the HOA has Earth Care mow but they are only mowing behind the first two houses. The Flood Control District also mows the ditch a few times per year but not as often as Earth Care is mowing. No action was taken.

CONSENT AGENDA

Approval of the consent agenda was had on the **motion of Director Shepard, the second of Director Dominguez and the unanimous vote of the Board.**

Pete Pedersen of District 220 thanked the Board for hosting the meeting a couple of weeks ago with District 220. He remarked it was a nice meeting and discussion.

ELECTION OF OFFICERS

Director Dominguez moved that the Directors all move up the slate one office with Director Blackwell moving to the bottom as Assistant Secretary/Treasurer. The motion was seconded by Director Shepard and carried by unanimous vote.

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

(SEAL)

Secretary, Board of Directors

**COMMITMENTS FOR ACTION
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 23
MEETING OF MAY 13, 2021**

BOOKKEEPER

None.

ATTORNEY

Continue work on Arbitrage compliance for the year including calculating the expenditure of all surplus bond proceeds; review take or pay quantity enhancements with COH; and update data sheet and District Registration Form to reflect new slate of Officers.

ENGINEER

Follow-up on completion of punch list to contractor and execution of change order; pursue parts and installation of same for fine screen; follow-up on proposal for exterior work on water plant(s); update Daniel on STP changes; [address outfall pipe repairs]; and investigate what entity is serving warehouses and other facilities on or near Bondale; provide Directors and consultants with a more legible print out of Capital Improvement Plan and Schedule;

BUILDING COORDINATOR

To get bids for the installation of a walk in gate separate from the chain driven gate used by vehicles.

OPERATOR

Hook-up Solanos; trim trees on fence line; and take down Water Plant No. 1. Turn off water at 8319 Battle Oak; get estimate for fencing on Haney Road and for repair of certain fences; check on Country View hydrant replacement including bad valve; install dishes on manholes; and attempt to get name of driver who damaged hydrant and confer with officers re same for police report; and check on payment of \$100 by CCR. Assess and collect tap fee from Volunteer Fire Department. Perform the brush work authorized; and provide Daniel with numbers for water use through the interconnect between the Districts for the period(s) of the freeze and what the normal average for the same period is.

TAX ASSESSOR COLLECTOR

Provide a statement of value of the Joga property and improvements and Warehouses off of Warren Road.