

**MINUTES OF REGULAR MEETING
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 23
AUGUST 12, 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 12th day of August, 2021, and the roll was called of the duly constituted officers and members of the Board, to-wit:

Jim Haney	President
Christy Shepard	Vice President
William E. Ross	Secretary
Oscar Dominguez	Treasurer
Jeff Blackwell	Assistant Secretary/Treasurer

and all of said directors were present thus constituting a quorum. The meeting was convened as a quorum was established.

Persons also present included:

John Sherrington of Sherrington-Humble, LLC;
Debbie Bessire of ETI Bookkeeping and Equi-Tax Inc.;
Doug Jeffrey and Chip Callegari of TNG Utility Corp;
Wally Byers of Courtyard Glen;
Daniel Hayden, Engineer for District 220; and
Cindy Nichols of Michael A. Cole, P.C.

DISTRICT CUSTOMER COMMENTS

Wally Byers of Courtyard Glen was present. There were no customer comments.

SECURITY REPORT

Director Haney reported that Essa Ibrahim is out of town. Director Haney reported that there had been a fire set yesterday on Woodland West between the dead end and the bayou. The fire was extinguished quickly but it did scorch a couple of trees.

MINUTES

Director Shepard moved the approval of the July 8, 2021 meeting minutes, which

motion was seconded by Director Blackwell and carried by unanimous vote.

CONSENT AGENDA

BOOKKEEPER, INVESTMENT OFFICER AND TAX-ASSESSOR COLLECTOR REPORTS

Debbie Bessire presented the bookkeeper's report and checks for approval. She next presented the tax assessor/collector's report, and noted that taxes are 98.1% collected.

ENGINEER REPORT

Mr. Sherrington presented his report. He reported that two bids had been received for the drum screen at the Regional Wastewater Treatment Plant. One bid was from N&S Construction and the other bid was from C3 Constructors, LLC. Mr. Sherrington recommended award of the contract to the low bidder, C3 Constructors, LLC, in the amount of \$232,000, which includes a two year warranty and maintenance for two years. **Director Shepard moved the award of contract to C3 Constructors, LLC in the amount of \$232,000 as recommended by the District's engineer, which motion was seconded by Director Blackwell and carried by unanimous vote.**

Mr. Sherrington next reported that an annual invoice in the amount of \$2,600 from Hahn Equipment Co. for monitoring both water plants had been received; he expects the well at Water Plant #2 to be back online by mid-September before taking the tanks down at Water Plant #1; he submitted to the insurance company an increase in estimated replacement value of the District's water plant from \$2.6 million to a little over \$3 million which likely attributed to the annual premium increase; and he had received and responded to the auditor's annual form. Discussion was had about a request for service from a tract north of Terrace Brook between Courtyard Glen and Terrace Brook north of the Stripes. The consensus was that Rolling Fork PUD had annexed that property. No action was taken on the matter.

UTILITY OPERATOR

Doug Jeffrey presented his report. He reported that water accountability for the year is 96.48%; there were no excursions at the sewage treatment plant for the prior period; there were 9 accounts on the cut list and all have now been paid; and there are 42 accounts on the 30 days arrears list which will receive a doorhanger notice and will have service terminated if the account is not paid before August 24th. **Director Blackwell moved the approval of the accounts proposed for termination if not paid before August 24th, which motion was seconded by Director Ross and carried by unanimous vote.**

Discussion was next had regarding the gates at the sewage treatment plant and on Haney Lane. Two bids have been received. Each bid was discussed. The front gate on Haney Lane is proposed to be solar power driven and the gate at the plant will require electricity. At the conclusion of discussion no action was taken on the matter.

Mr. Jeffrey then reported regarding a sinkhole in a customer's backyard that was discussed last meeting. It was discovered that the operator had done some repair work about 6 years ago. He confirmed there is a sinkhole in the backyard, apparently it has been there for some time, but he could not say definitively if it was caused by the repair work done 6 years ago. At the conclusion of discussion **Director Shepard moved that the operator be authorized to dig up the District's line for a cost of \$2,100 to determine the cause of the sinkhole. The motion was seconded by Director Haney and carried by unanimous vote.**

Director Blackwell then reported that three bids had been received for clearing all the way down and around the fence line from Haney Road to Woodland West. The first bid is from JRP Tree & Demolition in the amount of \$27,750, the second bid is from Timber Tex Incorporated in the amount of \$111,840, and the third bid is from Houston Tree Service in the amount of \$10,825. At the conclusion of discussion, **Directors asked that JRP Tree & Demolition and Houston Tree Service be invited to the District's next meeting to discuss the scope of the work and their bids.**

ATTORNEY REPORT

The Attorney was not present at tonight's meeting. Cindy Nichols presented the proposal for insurance received from Arthur J. Gallagher/W.I.N. **Director Shepard moved the acceptance of the proposal for insurance from Arthur J. Gallagher/W.I.N., which motion was seconded by Director Dominguez and carried by unanimous vote.**

BUILDING COORDINATOR REPORT

Director Haney reminded the Board that Director Ross will begin serving as Building Coordinator effective as of September 1st. Director Ross suggested raising the deposit for non-resident renters to \$500, and the deposit for resident renters will remain \$100. Reservations will be held upon receipt of the required deposit. Currently the building rents for \$125 for 4 hours plus \$25 for each additional hour. Director Haney suggested getting a roller stand for the big television so that it can be moved to the big room, if needed.

Discussion was had about an August 7th rental where the renter did not clean up. The Board reached a consensus that the deposit should be not returned.

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.**

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 AUGUST 12, 2021**

BOOKKEEPER

None.

ATTORNEY

Emboss the document signed by Director Haney with the District's seal and return by mail to the him to get additional signatures; place items on next agenda concerning bids for STP gate and bids of JRP Tree & Demolition and Houston Tree Service for trimming trees along Haney Lane and cutting underbrush; and prepare minutes.

ENGINEER

Follow-up on completion of punch list to contractor and execution of change order; pursue preparing fine screen replacement for bidding; follow-up on pursuing contracting and construction of at plants; 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 tree and brush trimming and clean-up including trimming around the cul de sac light on Gulfbank.

OPERATOR

Get bids for new gate at entrance to STP and perhaps solar driven gate on Haney Lane.

TAX ASSESSOR COLLECTOR

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