

**MINUTES OF REGULAR MEETING  
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 23  
JANUARY 13, 2022**

**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 January 2022, 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, excepting Director Dominguez who arrived after the start of the meeting. The meeting was convened as a quorum was established.

Persons also present included:

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

**SECURITY REPORT**

A representative of the Sheriff's Department was not present.

**RESIDENT COMMENTS**

Ms. Walker said she would have a voucher for the District at the next meeting to request a payment, but that in their area of the District they are experiencing blockages of traffic and people congestion, which they hope will go away by the time of the next meeting. She said her HOA is working to eliminate these problems.

Director Haney reported attempts to reach the residents south of the Bayou but reported that they were unsuccessful and he is unaware of any attempt of those residents south of the Bayou to reach him. He did mention that the HOA for WTW had taken a bid to clean out the areas south of the Bayou which seemed to be in a depression and that such work would cost approximately \$15,000 and that it

had been cleaned out approximately one year ago.

## **CONSENT AGENDA**

### **MINUTES**

Following a review of the minutes of the December meeting, Director Shepard moved their approval with the correction that the 98% collection rate applied to the 2020 levy, which motion was seconded by Director Blackwell. The motion carried unanimously.

## **BOOKKEEPER, INVESTMENT OFFICER AND TAX-ASSESSOR COLLECTOR REPORTS**

During the presentation of the reports by Ms. Bessire it was noted that there was 4.9 million dollars in the District's General Fund and \$366,788 in its Debt Service Fund and that generally the District is in good shape financially.

### **ENGINEER REPORT**

Mr. Humble presented his written report. He explained that the final approval of the wastewater discharge permit renewal was still in process but assured; that the purchase order for the drum screen was in process but that the screen itself had not yet been completed or shipped; that the work on Water Plant #1 had been completed but for the removal of the sand used in the work; that the final check for the work is being withheld until the sand has been removed; and that the final payment after approval of the change order is \$22,375. **The Board approved the change order.**

Director Haney said that apparently Flood Control District, without explanation, had broken up and removed the sidewalk along part of the drainage channel which District 23 had constructed and had not bothered to reconstruct it. Mr. Humble said he would follow-up with the County on why it had been dismantled and what could be done to put it back in place. Director Blackwell noted that there had been erosion where some of the Flood Control District's work had been done and in the big detention pond.

### **UTILITY OPERATOR**

Doug Jeffrey presented his report. He reported that the water accountability ratio had been 99.58% for the prior period; that there had been \$112,439 in receivables last month; that the Water accountability for 2021 had been 97.6%; and there had been no **service terminations because of the Christmas season last month. However, with the new year service terminations were recommended and a motion authorizing same was made and seconded by Directors Shepard and Dominguez, respectively, which motion carried unanimously.** The Operator then acknowledged that bills had been mailed out two weeks late so the Board with the agreement of the Operator moved that penalties be waived on accounts for whom bills were mailed out two weeks late, if paid on or before January 30. Director Haney said that he would email Next Door the language on this. The Operator then explained that the "endpoints" for the meters would probably not be received until the summer even though they had been ordered. A discussion was had on who pays for water lost during the freeze. The water lost at Water Plant No 1 was not as great as feared and that there continued to be a slow leak at the meter on Battle Oak which still needs repair or replacement as previously discussed. Mr. Callegari

then told the Board that the operating company wants to change the rates for water usage because of inflation, about which he would have more discussions with the Board later. He also explained that a “jet trailer” had been recently acquired for the purpose of assisting in the cleanout of sanitary sewer lines, which if done in a timely manner as being recommended should lower the costs of repairing or cleaning out lines which the Operator anticipated would periodically be blocked up in areas like Courtyard Glen where there are substantial concreted surface areas.

He suggested that this repair in areas like Courtyard Glen could be done in two phases with Phase 1 occurring in front yards and Phase 2 occurring in backyards, and it would be done in “sweeps” of an area and not just single repairs. It was suggested by Mr. Jeffrey that whole areas like one street at a time could be done, or one street at a time to better test the efficacy of this approach. **A motion and second by Directors Shepard and Blackwell, respectively, were made and the motion approved unanimously**

### **ATTORNEY REPORT**

The Attorney’s report was presented to the Board. The Board was told that the Arbitrage Committee of the Financial Advisor, Director Shepard, the Attorney and the Engineer, would separately review compliance and report on same in February or March, but it is believed compliance will be evidenced; that garbage collections had returned to acceptable standards dispensing with the need for action according to Director Haney; that the eminent domain reporting to the Comptroller would be completed before the end of month deadline; and that action was needed on approval of the District’s Investment Policy, approval of the agreement with the County to help in the conduct of the May Director’s election, the appointment of a Director approved representative for accepting applications of Director candidates in the event of or in lieu of the District’s Secretary, approval of the Drought Contingency Plan, to the extent necessary, and the posting of the Designated representative for the Secretary of the Board. **A motion authorizing all of the foregoing was made and seconded by Directors Shepard and Ross, respectively, and carried unanimously.** The report was approved in like manner.

### **BUILDING COORDINATOR REPORT**

The Building Coordinator reported that the District’s Building had been pressure washed at a cost of \$1,662. Director Haney suggested that only the sidewalks should also be pressure washed. **The Board agreed for pressure washing the entire exterior of the Building, and for a bid of \$844 the sidewalks should be power washed.** The Building Coordinator continued his report stating that there had been no bookings of the Building for the month of January; that the service station off of Flintlock was being served by the City of Houston; that he, the Building Coordinator, had fixed the gate near the Wastewater Treatment Plant; that the sign for the trail should be constructed in metal at the suggestion of Director Haney; and that the **garbage cans next to the trail need to have someone knock off the rust on them rather than a more elaborate plan for their improvement.** **The Board agreed with this approach.**

**Director Dominguez made a motion for placing a camera for monitoring vehicular traffic at the principal entrance to the subdivision on the South side of the Bayou, which motion was seconded by Director Ross and carried unanimously.** Director Haney said that he would contact the contractor to have this work done.

Director Blackwell reported having collected garbage that had been discarded at some points in the district.

**CONSENT AGENDA**

**The Consent Agenda was approved on the motion and second of Directors Shepard and Dominguez and the unanimous vote of the Board.**

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 JANUARY 13, 2022**

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**BOOKKEEPER**

None.

**ATTORNEY**

*Monitor website and make additions/corrections where warranted; and perform on the commitments made in the minutes.;*

**ENGINEER**

*To the extent not yet resolved meet with Operator on how best to stop leak at City metering point.; perform the actions described in the minutes of the meeting.*

**BUILDING COORDINATOR**

Have pressure washed the sidewalks around the building as bid.

**OPERATOR**

*Advise Accurate Meters on endpoint work.*

**TAX ASSESSOR COLLECTOR**

*Provide a statement of value of the Joga property and improvements and Warehouses off of Warren Road for District's Attorney.*