

**MINUTES OF REGULAR MEETING
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 23
NOVEMBER 11, 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 11th day of November, 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;
Jennifer Landreville and Debbie Bessire of ETI Bookkeeping and Equi-Tax Inc.;
Janelle Walker and Wally Byers of Courtyard Glen;
Pete Pederson of District 220;
Doug Jeffrey of TNG Utility Corp;
Daniel Hayden, Engineer for District 220; and
Michael A. Cole of Michael A. Cole, P.C.

DISTRICT CUSTOMER COMMENTS

Director Haney reported that Ms Ann Wilhite of the garbage contractor had quit and the company is being asked for a billing reduction to compensate for the missed pick-ups of garbage in the District. **Authorization to seek such reductions was made on the motion and second of Directors Shepard and Dominguez, respectively, which carried unanimously.**

SECURITY REPORT

There was no report.

AUDIT

Though the report had been approved at the last meeting **Director Shepard moved it be approved again, which motion was seconded by Director Dominguez and carried by unanimous vote.**

MINUTES

Director Dominguez moved the approval of the October minutes, which motion was seconded by Director Blackwell and carried by unanimous vote.

CONSENT AGENDA

BOOKKEEPER, INVESTMENT OFFICER AND TAX-ASSESSOR COLLECTOR REPORTS

During the presentation of the reports Jennifer was asked to make certain that “Green for Life”, the garbage contractor, provides the credits for missed pick-ups before payment is sent. It was also noted that the Construction Account would be zeroed out as of the 12th and that accordingly compliance had been achieved for fully expending bond proceeds before the expiration of the Temporary Period as of November 12, 2020.

ENGINEER REPORT

Mr. Sherrington presented his report. He reported that the permit renewal had been declared administratively complete and that following publication he expects approval of the permit will be had; that shop drawings had been received on the drum screen and approval of various estimates relative to the STP were recommended for approval; and that the Master Control Panel for the Plant Blowers should be received approximately January 3, 2022. With regard to water plants the contractor, Viking Painting, LLC, has been coating the facilities at Water Plant No. 1 along with doing inspections. He recommended approval of the pay estimate of \$102,125. With regard to Water Plant No. 2, the contractor, C&C Water Services, LLC, has completed work. On a more personal note he reiterated that the December meeting would be his last as the District’s Engineer with Sean Humble taking over after that because he is retiring. He assured Directors that he would see to it that the ruts complained of at the Wastewater Treatment Plant would be in filled before he finished. The Board expressed its gratitude for his services over the years and were reassured that he would be present for the December meeting. The Attorney expressed appreciation for how the Engineer was able to make certain that all remaining bond proceeds had been spent within the Temporary Period.

UTILITY OPERATOR

Doug Jeffrey presented his report. He reported that the water accountability ratio had been 97.0% for the prior period; that receivables were \$114,000+; that there remained 2 residences whose services were cut-off; and that some substantial sewer line repairs will be on the next report of bills. He also let the Board know that he and the Engineer would confer and report back to the Board on

recommendations for how to fix the water leak at or near the City of Houston meter on Battle Oak, about which there had just been substantial discussion with the Board. It was then reported that there had been a theft of water at 8015 Big Oak Trail estimated to be between 8 and 10,000 gallons, which theft had been done twice and would be reported to Essa for him to address with the residents when he comes back. The Board was informed that the new Wastewater Treatment Plant operator would be Matt Corrigan.

The Board then was told of the switch from 3G which would be impacting the District and its 1,095 meters where the End Points were to be replaced either by the Operator or Accurate Meter which would charge \$25 a piece. It was estimated that this would cost about \$30,000 to accomplish. The Board and operator concluded that it would be better to just have Accurate Meter do the work. The Board refused the warranty which would have increased the cost.

The Board then discussed the citation from Harris County that found the outfall residual of chlorine unacceptably high at 10.91 milligrams per liter when the acceptable range is 1.0 to 4.0 milligrams per liter. He explained that apparently the County came out during the heavy rain to measure which might have presented a gotcha moment because when the operator came out a little later it had dropped to 6 which is still unacceptably high. He said that it did return to acceptable levels and that the operator has since changed the volume to one of constancy rather than substantial increases in heavy rains. He suggested that the measure would likely be more within permit ranges in the future.

ATTORNEY REPORT

The Attorney's report was presented to the Board most of which had already been covered. The Board did agree that the Attorney should be responsible for monitoring the website and making sure that it has accurate information. It was also noted that though the Tax Assessor-Collector was doing additional work in terms of calculations and posting to the HCAD site, there would be no charges to the District for this extra work.

BUILDING COORDINATOR REPORT

Director Ross explained that he could not end the Zoom program because he is not the coordinator who signed up for it, but that it will be terminated when Director Haney does so. He explained preparations for the December meeting. It was mentioned that a tree within the complex that had been struck by lightening had been removed and three others had been damaged by high winds and were also lost. In response to complaints about the trail sign, Director Ross said that he would pursue obtaining new signs for the trail. The Board discussed rental rates for out-of-District users and agreed that \$500 should be the deposit rate for out-of-District users rather than \$100. **A motion to this effect was made by Director Ross and seconded by Director Blackwell and carried unanimously.** It was acknowledged that there had already been three rentals for the month with one more to come. Director Blackwell complimented Director Ross on the deep cleaning of everything in the building which Director Ross had done.

CONSENT AGENDA

Directors made clear that the next meeting would start at 6:00 p.m. rather than 6:30 p.m. **Director Shepard then moved the approval of the Consent Agenda which motion was seconded by Director Blackwell and carried unanimously.**

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 NOVEMBER 11, 2021**

BOOKKEEPER

None.

ATTORNEY

Monitor website and make additions/corrections where warranted; prepare minutes; and bring suitable libations to next meeting.

ENGINEER

Meet with Operator on how best to stop leak at City metering point.

BUILDING COORDINATOR

Find suitable Trail Signs and coordinate special plans for Christmas meeting.

OPERATOR

Meet with Engineer as described above and advise Accurate Meter 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.