

**MINUTES OF MEETING
OF THE
BOARD OF DIRECTORS**

THE STATE OF TEXAS §

COUNTY OF HARRIS §

NORTHWEST HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 23 §

The Board of Directors of Northwest Harris County Municipal Utility District No. 23 met in special session, open to the public, at its regular meeting place outside the boundaries of the District on March 22, 2019; whereupon, the roll was called of the members of the Board of Directors, to-wit:

B.A. Benson	President
Victoria Hawkins	First Vice President
Lenora Flores	Second Vice President
Earlinda Trujillo	Secretary
Dan Young	Assistant Secretary

All members of the Board of Directors were present.

Also present were Chris Richardson, attorney, and Stephanie Nagel and Kristen McGrady, legal assistants, of Strawn & Richardson, P.C.; Michelle Guerrero of Bob Leared Interests; Christina Cole of Myrtle Cruz, Inc.; Howard Wilhite of Hays Utility South Corporation; and Jon Strange of JNS Engineers, LLC.

WHEREUPON, evidence was presented that public notice of the meeting was given in compliance with the law, and the President called the meeting to order.

1. The first item to come before the Board was the approval of the minutes of the meeting of February 13, 2019. Following further discussion, it was moved by Director Flores and seconded by Director Trujillo that the minutes of the meeting of February 13, 2019 be approved, which motion carried unanimously.

2. Michelle Guerrero presented the tax assessor-collector's report, a copy of which is attached as Exhibit "A". The report indicated the District has collected 89.925% of its 2018 taxes and 99.091% of its 2017 taxes as of February 28, 2019.

Following a review of the report, it was moved by Director Hawkins and seconded by Director Trujillo that the tax assessor's report for February be approved, and that the checks as listed on said report be approved, which motion carried unanimously.

3. Howard Wilhite presented the monthly operations report, a copy of which is attached as Exhibit "B". Mr. Wilhite reported there were 1,291 connections in the District, and the District accounted for 91.85% of the water pumped. Mr. Wilhite noted the surface water usage was 78.34%. He informed the Board the sewage treatment plant was compliant with the permit.

Mr. Wilhite stated 177 termination notices were sent and 39 accounts were cut off. Of those, one remains terminated.

Mr. Wilhite updated the Board on the Wastewater Treatment Plant project. He reported chlorine conductor no. 3 is back online and chlorine conductor no. 2 is offline and currently being repaired and cleaned.

Mr. Wilhite informed the Board the District's Rate Order does not include a cost for grease trap inspections, so the District has been paying the cost. He stated most districts charge \$30.00 per inspection. The Board discussed adding an item on the next agenda to consider amending the Rate Order.

Mr. Wilhite reported all water taps have been installed for the new school.

Following further discussion, it was moved by Director Hawkins and seconded by Director Trujillo that the operator's report be approved as presented, which motion carried unanimously.

4. Christina Cole presented the bookkeeper's report with a list of bills for payment and the monthly investment report, a copy of which is attached as Exhibit "C".

Following further discussion, it was moved by Director Trujillo and seconded by Director Young that the bookkeeper's report be accepted as presented, and that checks be issued for the expenses as listed on the attached Exhibit "C", which motion carried unanimously.

5. Jon Strange updated the board on the current development. He reported the developer is close to getting Harris County to accept the paving.

Mr. Strange reported a cable contractor hit a valve. He will work with the operator to determine if any taps or manholes were covered by the builders.

Chris Richardson updated the Board regarding the Richey Road right-of-way acquisition. He reported the District does have the power to condemn for the easement the District needs.

Mr. Strange reported they are waiting on the developer in order to move forward regarding a bond application.

Following further discussion, it was moved by Director Trujillo and seconded by Director Flores that the developer's report be approved, which motion carried unanimously.

6. Jon Strange presented the engineer's report, a copy of which is attached as Exhibit "D".

Mr. Strange reported he anticipates completion of the Wastewater Treatment Plant 2015 project in June 2019.

Mr. Strange discussed the Wastewater Treatment Plant 2017 project. He stated the project will include the Motor Control Center and blower replacement and it is scheduled to be completed by November 2020.

Mr. Strange informed the Board Phase 2 of the Lift Station Rehabilitation is planned for the next budget year.

Mr. Strange presented for approval Pay Estimate No. 3 and Final from CSI Consolidated LLC, in the amount of \$2,796.37, for the Phase 2 televising and cleaning of the Wastewater Collection System.

Mr. Strange discussed Water Plant No. 1. He anticipates completion of the generator by August 2019. Mr. Strange next discussed the water lines and easements from Water Plant No. 1 to the future Water Plant No. 2. He requested authorization to advertise for bids for the 12-inch line, to approve easements for the 12-inch line and 16-inch line and to approve the sanitary control easements at the Water Plant No. 2.

Mr. Strange discussed the Walters Road Improvements. He presented a past letter agreement with Houston Pipeline which states what the District can maintain regarding the drainage swales.

Mr. Strange presented a list of projects and costs to be included in the Strategic Plan. The Board discussed holding a special meeting with the engineer regarding the Strategic Plan on April 5, 2019 at Director Flores' house.

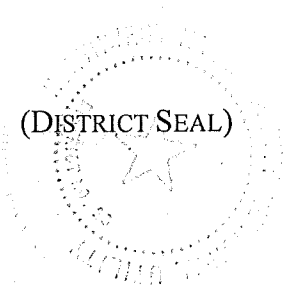
Mr. Strange reported the sanitary sewer line on the 80- acre Spring ISD site will be inspected next week.

Following further discussion, it was moved by Director Trujillo and seconded by Director Young to approve the engineer's report, to approve Pay Estimate No. 3 and Final for the Phase 2 televising and cleaning of the Wastewater Collection System, and to authorize the engineer to advertise for bids for the 12-inch water line, to approve easements for the 12-inch line and 16-inch line, and to approve the sanitary control easements for Water Plant No. 2, which motion carried unanimously.

7. The Board discussed the request from the Sablechase HOA regarding trash service in the District. The Board discussed what the cost would be to add trash service based on the current services. Mr. Richardson suggested gathering information on trash contract terms for each HOA.

There being no further business, and upon a motion by Director Hawkins, seconded by Director Trujillo and unanimously carried, the meeting was adjourned.

PASSED, APPROVED and ADOPTED this 11th day of April, 2019.




Secretary

NW23/2019minutes/2019.03.22