

**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 regular session, open to the public, at its regular meeting place outside the boundaries of the District on October 9, 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 except Director Benson.

Also present were Chris Richardson, attorney, and Stephanie Nagel, legal assistant, of Strawn & Richardson, P.C.; Michelle Guerrero of Bob Leared Interests; Christina Cole of Myrtle Cruz, Inc.; Howard Wilhite of Hays Utility South Corporation; Jon Strange of JNS Engineers, LLC.; Megan Crutcher of Odyssey Engineering Group; and Shannon Waugh of Off Cinco.

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

1. The First Vice President called to order the Public Hearing on the 2019 Tax Rate at 10:30 a.m. The Board noted that no taxpayer appeared to take part in the Public Hearing, as published by law. The First Vice President then closed the Public Hearing at 10:36 a.m.

2. The Board considered setting the 2019 debt service tax rate at \$0.39. The Order Setting 2019 Debt Tax Rate was presented for approval, a copy of which is attached as Exhibit "A".

Following further discussion, it was moved by Director Young and seconded by Director Trujillo to approve setting a \$0.39 debt service tax rate, and that the Order Setting 2019 Debt Tax Rate be approved, which motion carried unanimously.

3. The Board considered setting the 2019 maintenance tax rate at \$0.37. The Order Setting 2019 Maintenance Tax Rate was presented for approval, a copy of which is attached as Exhibit "B".

Following further discussion, it was moved by Director Young and seconded by Director Trujillo to approve setting a \$0.37 maintenance tax rate, and that the Order Setting 2019 Maintenance Rate be approved, which motion carried unanimously.

4. The next item to come before the Board was the approval of the minutes of the meeting of September 4, 2019. Following further discussion, it was moved by Director Flores and seconded by Director Trujillo that the minutes of the meeting of September 4, 2019 be approved, which motion carried unanimously.

5. Michelle Guerrero presented the tax assessor-collector's report, a copy of which is attached as Exhibit "C". The report indicated the District has collected 98.57% of its 2018 taxes and 99.47% of its 2017 taxes as of September 30, 2019.

Ms. Guerrero reported the District's 2019 Certified Value is \$130,761,818.

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

6. 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 "D".

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

7. The Board next considered amending the budget for fiscal year ending May 31, 2020. Ms. Cole discussed the changes in the budget such as swale maintenance, website expenses and Maintenance Tax revenue. A copy of the amended budget is attached as Exhibit "E".

Following further discussion, it was moved by Director Flores and seconded by Director Trujillo to approve the amended budget for fiscal year ending May 31, 2020, which motion carried unanimously.

8. Howard Wilhite presented the Operators Reports for August and September, copies of which are attached as Exhibits "F and G", respectively. Mr. Wilhite reported in August there were 1,292 connections in the District, and the District accounted for 92.52% of the water pumped. Mr. Wilhite noted the surface water usage was 83.92%. He informed the Board the sewage treatment plant was not compliant with the permit due for TSS Maximum.

Mr. Wilhite stated 219 termination notices were sent and 25 accounts were cut off. Of those, five remain terminated.

Mr. Wilhite reported in September there were 1,292 connections in the District, and the District accounted for 96.19% of the water pumped. Mr. Wilhite noted the surface water usage was 88.63%. He informed the Board the sewage treatment plant was compliant with the permit.

Mr. Wilhite stated 202 termination notices were sent and 40 accounts were cut off. Of those, ten remain terminated.

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

9. Shannon Waugh, with Off Cinco, reviewed the District's website with the Board. She stated she would send a link to the Board for their review and approval before going live with the website.

10. Megan Crutcher presented the Developer's Report for the Board's review, a copy of which is attached as Exhibit "H". She reported the inspection for utility acceptance of the water, sewer and drainage to serve Silver Springs, Section Two was held on October 1, 2019.

Ms. Crutcher informed the Board the plans for Richey Road have been approved by all entities. She stated they are currently waiting on the road right-of-way.

Ms. Crutcher discussed Silver Springs, Section Three. She stated they are discussing the impact of new regulation with the Harris County Flood Control District and Harris County as well as any required adjustments.

11. Jon Strange presented the engineer's report, a copy of which is attached as Exhibit "I". Mr. Strange discussed the current Water Facilities projects. He recommended the Board approve the Agreement with W.W. Payton for additional items for the Motor Control Replacement and additional Booster Pump at Water Plant No. 1 in the amount of \$13,318.00.

Mr. Strange presented for approval Pay Estimate No. 4 from W.W. Payton, in the amount of \$92,475.00, for Water Plant No. 2, Phase 1 contract.

Mr. Strange next requested approval to prepare and obtain five water line easements along Richey Road and across the 100-foot wide Houston Pipeline/Energy Transfer fee strip for a 12-inch water line from Richey Road to Sablechase Drive.

Mr. Strange discussed the Silver Springs development. He presented Pay Application No. 5 and Final, in the amount of \$20,732.94 for Water, Sewer and Drainage for Silver Springs Section 2. Mr. Strange recommended the Board accept the Silver Springs, Section 2 water, sewer and drainage facilities for a one-year warranty period beginning October 1, 2018 and ending October 1, 2019.

Mr. Strange discussed the Spring ISD 80-acre site. He requested the Board accept Roberson Middle School's water, sewer and drainage facilities beginning July 2, 2019 for a one-year warranty period and accept the Maintenance Bond.

Following further discussion, it was moved by Director Young and seconded by Director Trujillo to approve the engineer's report, to approve the Agreement with W.W. Payton for additional items for the Motor Control Replacement and additional Booster Pump at Water Plant No. 1, to approve Pay Estimate No. 4 for Water Plant No. 2, Phase 1, to approve preparing and obtaining five water line easements for a 12-inch water line from Richey Road to Sablechase Drive, to approve Pay Application No. 5 and Final for Silver Springs, Section Two, to accept the Silver Springs, Section 2 water, sewer and drainage facilities for a one-year warranty period, to accept Roberson Middle School's water, sewer and drainage facilities and for a one-year warranty period and to accept the related Maintenance Bond, which motion carried unanimously.

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

PASSED, APPROVED and ADOPTED this 13th day of November, 2019.



NW23/2019minutes/2019.10.09

A handwritten signature in black ink, appearing to be "E. J. ...", written over a horizontal line. To the right of the signature, the word "Secretary" is printed.

Secretary