

MINUTES OF MEETING  
OF  
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 53  
OF HARRIS COUNTY, TEXAS

March 12, 2024

THE STATE OF TEXAS       §  
  §  
COUNTY OF HARRIS       §

The Board of Directors (the "Board") of Harris County Municipal Utility District No. 53 (the "District") of Harris County, Texas, met in regular session, open to the public, on the 12<sup>th</sup> day of March, 2024, at a designated meeting place outside the boundaries of the District, and the roll was called of the duly constituted officers and members of the Board, to-wit:

Judy Grant	President
Andre Bradley	Vice President
Drew Fontenette	Secretary/Treasurer
Kristine Johnstone	Assistant Vice President
Peter Mitchell	Assistant Secretary/Treasurer

and all of the said persons were present, thus constituting a quorum.

Also attending the meeting were Billy Allen and Pat Gray of Harris County Fresh Water Supply District No. 51 ("FWSD No. 51"); Jaime Salinas of Huitt-Zollars, Inc.; Darrell Hawthorne of Municipal Accounts & Consulting, L.P. ("Municipal Accounts"); Brenda McLaughlin of Bob Leared Interests; Perry Miller of Champions Hydro-Lawn; and P. John Kuhl, Jr., and Audrey Lyons of Sanford Kuhl Hagan Kugle Parker Kahn LLP ("SKLaw").

President Grant noted that a quorum was present and called the meeting to order.

### **APPROVE MINUTES**

The Board first considered approving the minutes of the February 13, 2024, meeting. Upon motion by Director Fontenette, seconded by Director Bradley, and after full discussion, the Board voted unanimously to approve the minutes as presented, and to authorize execution by the Secretary/Treasurer, and if necessary, to authorize the use of facsimile, electronic, or other appropriate signatures.

### **RECEIVE COMMENTS OR QUESTIONS FROM THE PUBLIC**

The next item on the agenda was to receive comments or questions from the public. There were no comments or questions from the public.

### **BOOKKEEPING REPORT**

#### **Review Account and Fund Activity Statements, Budget Comparison, and Investment Transactions**

Mr. Hawthorne reviewed with the Board the Bookkeeping Report and answered questions.

Upon motion by Director Fontenette, seconded by Director Bradley, and after review and full discussion of the bills and corresponding checks, the Board voted unanimously to approve the Bookkeeping Report, and to pay the bills as presented.

## **TAX ASSESSOR/COLLECTOR REPORT**

### **Review Tax Receipt and Disbursement Statements**

The Board then received the Tax Assessor/Collector's Report. Ms. McLaughlin reviewed with the Board the tax report, advising that approximately 94.3% of the 2023 taxes have been collected.

Upon motion by Director Bradley, seconded by Director Fontenette, and after full discussion, the Board voted unanimously to approve the Tax Assessor/Collector Report, and to pay the tax bills as presented.

## **ENGINEERING REPORT**

The Board next reviewed the Engineering Report.

### **Review General Report**

Mr. Salinas first advised that water accountability for the month of February was approximately 94%, putting the annual at 92%.

### **Sanitary sewer cleaning and televising [Sterling Green South, Phase 2]**

Mr. Salinas then reviewed finalization matters for the Phase 2 sanitary sewer cleaning and televising in Sterling Green South. He advised that the contract remains open as review of the results continues.

### **Dell Dale Street sidewalk improvements**

Mr. Salinas advised that the Harris County contractor is now approximately 90% complete. He noted 3 remaining manholes are on hold due to private utilities that require relocation. He advised that a balance-due invoice will be prepared once the project is complete.

### **Tenderden Lift Station Improvements**

Mr. Salinas then reviewed with the Board a bid tabulation for the Tenderden Lift Station Improvements. He recommended that the Board award the contract to the low bidder, CFG Industries, LLC, in the amount of \$341,000.00. He and Mr. Kuhl discussed possible use of surplus funds. The Board deferred awarding the contract until the next meeting.

### **Review CIP**

Mr. Salinas then discussed with the Board the current CIP budget and the status and development of projects. He noted that no changes to the CIP are needed at this time, and that he continues to review possible updates.

Upon motion by Director Fontenette, seconded by Director Bradley, and after full discussion, the Board voted unanimously to approve the Project & Engineering report.

## **OPERATIONS & MAINTENANCE REPORT**

The Board next received the Operations Report. Mr. Gray reported on operations within the District, including repairs to District facilities during the preceding month. He advised that the District remains on an interconnect due to water tower maintenance and repairs. He advised that otherwise, all is well with respect to operations.

Upon motion by Director Fontenette, seconded by Director Bradley, and after full discussion, the Board voted unanimously to approve the Operations & Maintenance report.

### Delinquent Utility Bills

Mr. Gray advised that customers appearing on the termination list were given proper notice and the opportunity to be heard in order to explain, contest, or correct the utility service bill and show reason why utility service should not be terminated for reason of nonpayment, all as required by the District's Rate Order. After discussion, Director Fontenette moved that since the customers were neither present at the meeting nor presented any written statement on the matter, that service be terminated, except customers denoted with an asterisk as those customers contacted the Operator to schedule payment. Director Bradley seconded the motion, which passed by unanimous vote.

### RECEIVE DETENTION AND DRAINAGE FACILITIES REPORT

The next item on the agenda was to receive the detention and drainage facilities report [Champions Hydro-Lawn]. Mr. Miller advised that the next major activity will be the spring overseed in April. He noted that the pond site mowing was completed and that facilities are in good operating condition. President Grant commended Mr. Miller and his team for their hard work keeping the facilities clean and attractive.

Mr. Miller advised that the new water plant trees are bouncing back, and that he will continue to monitor.

Upon motion by Director Fontenette, seconded by Director Bradley, and after full discussion, the Board voted unanimously to approve the Detention and Drainage Facilities Report.

### REPORT ON NORTH CHANNEL WATER AUTHORITY

The next item on the agenda was to receive a report on the NCWA. Mr. Salinas reviewed with the Board a memorandum summarizing the NCWA meeting of February 12, 2024.

The Board took the NCWA report under advisement.

### BOARD OF DIRECTORS ELECTION

#### Adopt Order Declaring Unopposed Candidates Elected to Office

The Board then considered the adoption of a proposed Order Declaring Unopposed Candidates Elected to Office. Mr. Kuhl noted certification that Directors Fontenette and Mitchell are unopposed in their candidacies for re-election and that no write-in candidates have filed for placement on the list of write-in candidates. As such, he stated that under the provisions of the Texas Election Code, the unopposed candidates are elected and that no Director election will be required during this election cycle. Upon motion by Director Bradley, seconded by Director Johnstone, and after full discussion, the Board voted unanimously to adopt the Order Declaring Unopposed Candidates Elected to Office.

### CONSIDER ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned.



  
Secretary/Treasurer, Board of Directors