

HARRIS COUNTY UTILITY DISTRICT NO. 16
Minutes of Meeting of Board of Directors
January 12, 2024

The Board of Directors of Harris County Utility District No. 16 met at 3700 Buffalo Speedway, Suite 830, Houston, Harris County, Texas on January 12, 2024, in accordance with the posted notice of meeting, and the roll was called of the members of the Board:

Patricia A. Tope, President
Susan Wescott, Vice President
Michele Z. Womack, Secretary
Manny Mones, Asst. Secretary
Marilyn Daniel, Treasurer

and all were present, thus constituting a quorum.

Also present were Danielle Harleston of B&A Municipal Tax Services, LLC (“B&A”); Ravi Patel of Municipal Accounts & Consulting, L.P. (“MAC”); Tina Felkai of Inframark, LLC (“Inframark”); Chris Burke of Burke Engineering, LLC; Justin Waggoner of Touchstone District Services; Mark Eyring of Mark C. Eyring, CPA; and Lorri Lugin and Kara Richardson of Marks Richardson PC (“MRPC”).

The President called the meeting to order and declared it open for such business as might regularly come before it.

The Board deferred comments from the public, as no members of the public were present.

The Board next considered approval of the minutes of the December 8, 2023, meeting. After review and discussion, Director Mones made a motion to approve the minutes of the meeting as written. Director Womack seconded the motion, which passed unanimously.

The Board deferred consideration of a report on the status of garbage collection services.

The Board reviewed the attached December 2023 Monthly Contract Statistics report from the Harris County Constable, Precinct 4 relative to security services in the District.

Ms. Harleston presented the attached tax assessor-collector report for the month of December, which had been prepared by B&A. She reported that 18.3% of the 2023 taxes had been collected as of December 31, 2023. After review and discussion of the report presented, Director Mones made a motion to approve the report and authorize payment on the disbursements identified in the report. Director Tope seconded the motion, which passed unanimously.

The Board next discussed the status of the District’s delinquent tax accounts. Ms. Harleston distributed the attached District’s Delinquent Tax Roll as of December 31, 2023, which had been prepared by B&A. She also presented for the Board’s review and information the written report dated January 10, 2024, prepared by the District’s delinquent tax attorney, Ted A. Cox, P.C.

She also reviewed the installment payment report with the Board and advised that one installment plan has been paid in full, and one installment plan remains in effect.

The Board next considered the adoption of a Resolution Authorizing an Additional Penalty on Delinquent Personal Property Taxes. Ms. Richardson advised that, pursuant to Section 33.11 of the Texas Tax Code, as amended, the Board is authorized to impose, under certain conditions, an additional penalty not to exceed twenty percent (20%) of the delinquent personal property taxes due to the District that became delinquent on or after February 1 of a year and that remain delinquent sixty (60) days after the date on which they become delinquent. After discussion, Director Womack made a motion to adopt the attached Resolution Authorizing an Additional Penalty on Delinquent Personal Property Taxes and to authorize Ted A. Cox, P.C. to proceed with the collection of the District's delinquent personal property accounts following proper notice as provided in the Resolution, including the filing of lawsuits, as necessary. Director Daniel seconded the motion, which passed unanimously.

The Board next considered the financial and investment reports which had been prepared by MAC and invoices presented for payment. Mr. Patel distributed the attached bookkeeping report, investment inventory report, and bills for payment. After review and discussion, Director Tope made a motion to approve payment on the Operating Fund Account at Central Bank of all checks, wires and disbursements shown in the bookkeeping report. Director Wescott seconded the motion, which passed unanimously.

Ms. Richardson next advised the Board that requirements in the Public Funds Investment Act require the Board to review, revise and adopt at least annually a list of qualified brokers authorized to engage in investment transactions with the District. In that regard, she reviewed a Resolution Adopting List of Qualified Brokers Authorized to Engage in Investment Transactions with the District, and a list of financial institutions, brokers and dealers attached thereto as Exhibit "A," a copy of which is attached hereto. Ms. Richardson advised the Board that, if any of the directors have a relationship with any of the institutions shown on the list that could create a conflict of interest, then any such institution should be deleted from the list adopted by the Board. After discussion, Director Mones made a motion to approve the Resolution Adopting List of Qualified Brokers Authorized to Engage in Investment Transactions with the District. Director Tope seconded said motion, which passed unanimously.

The Board next considered approval of an audit report for fiscal year ended September 30, 2023. Mr. Eyring presented and reviewed the draft audit report. After discussion, Director Tope made a motion to approve the audit report for the fiscal year ended September 30, 2023, to authorize the President to execute the Annual Filing Affidavit on behalf of the Board and District, and to file the audit report and Annual Filing Affidavit with the appropriate governmental authorities, including the Texas Commission on Environmental Quality. Director Wescott seconded the motion, which passed unanimously.

The Board next considered the attached report on the District's water, sanitary sewer, and storm sewer systems for the month of November which had been prepared by Inframark. Ms.

Felkai reported that the District accounted for 105.23% of the water pumped during the month, and the District's facilities operated in compliance with their respective permits.

Ms. Felkai reported that the following projects are in progress: 1) removal of the screw motor at the bar screen at the sewage treatment plant, 2) replacement of booster pump number 4 at the water plant, 3) installation of a probe box, probes, compressor selector switch, and associated wiring at the water plant 4) fire hydrant repairs, and 5) replacement of the sampler refrigeration unit at the sewage treatment plant.

Ms. Felkai next requested that the Board authorize Inframark to turn over various delinquent accounts with balances over \$25.00 totaling \$5,157.40 to Collections Unlimited ("CU") and to write off delinquent accounts totaling \$24.00, as shown on the Operator's Report. After discussion, Director Womack made a motion to authorize Inframark to turn over the subject accounts to CU and to write off the subject delinquent accounts, as set out above. Director Wescott seconded the motion, which passed unanimously.

Mr. Burke presented the attached engineer's report, including authorizing the design, advertisement for bids and/or award of construction contracts or concurrence in the award of a contract for construction of water, sanitary sewer, and drainage facilities within the District.

Mr. Burke reported that he is working on the plans for the replacement of hydro tank no. 1 at the water plant. He then presented for execution the contract with CFG Industries, Inc. for the coating of hydro tank no. 2 which was approved by the Board at the December meeting..

The Board deferred consideration of requests for and approval of utility commitments as none were received during the month.

The Board deferred acceptance of site and/or easement conveyance and acceptance of conveyance of facilities constructed for operation and maintenance purposes.

The Board next considered the status of construction of bollard fencing in the detention pond area. Ms. Richardson reported that the agreement with Meadowview Farms HOA has been signed. Mr. Burke advised that he will inform Preventive Services, LP that the Board is ready to move forward with the construction project.

Mr. Burke next reported that the developer of the 70-acre tract is still working on deed releases for the property.

The Board considered approval of an emergency water supply contract with North Green Municipal Utility District ("North Green"). Ms. Richardson advised that the agreement has been sent to North Green's attorney for review. After discussion, Director Tope made a motion to approve the Emergency Water Supply Contract with North Green Municipal Utility District, contingent upon approval of same by North Green. Director Womack seconded the motion, which passed unanimously.

The Board next discussed a potential bond issue, including approval of a cost summary and authorizing the District consultants to begin preparation of a bond application report in connection with same. Ms. Richardson advised that she spoke with Mr. Rathmann, and he stated that the proposed bond issue would not adversely impact the District's tax rate. After discussion, Director Tope made a motion to approve the attached cost summary and authorize the District's engineer to begin preparation of a bond application report in connection with same. Director Womack seconded the motion, which passed unanimously.

The Board considered the status of the Central Harris County Regional Water Authority, including discussion regarding the appointment process for directors of the authority, and approval of a resolution nominating a candidate for a position on the Board of Directors. Ms. Richardson reviewed the attached memo with the Board and, after discussion, the Board concurred to take no action with respect to the nomination process.

The Board next discussed the use of tablets at Board of Directors meetings. The Board discussed its desire to cut down on the use of paper by the District. After discussion, the Board decided to table the use of tablets for the time being and requested that its consultants print the meeting materials on double-sided paper when possible.

Mr. Waggoner presented the attached report from Touchstone District Services. After discussion, the Board requested that Touchstone upload winterizing tips and other AWBD-recommended public service announcements to its website.

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


Secretary

ATTACHMENTS

- (1) Agenda
- (2) Harris County Constable Report
- (3) Tax Assessor Report
- (4) Delinquent Personal Property Tax Resolution
- (5) Bookkeeper Report
- (6) Qualified Broker Resolution
- (7) Operator Report
- (8) Engineering Report
- (9) Cost Summary
- (10) CHCRWA Memo
- (11) Touchstone Report

HARRIS COUNTY UTILITY DISTRICT NO. 16
NOTICE OF PUBLIC MEETING

The Board of Directors of Harris County Utility District No. 16 will hold a public meeting on Friday, January 12, 2024, at 11:00 a.m. at 3700 Buffalo Speedway, Suite 830, Houston, Texas 77098, said address being a meeting place of the District.

The subject of the meeting will be as follows:

1. Comments from the public (the Board imposes a three-minute speaking limit for each member of the public wishing to address the Board; comments will be closed after this item);
2. Consider approval of the minutes of the December 8, 2023, Board of Directors meeting;
3. Review report on status of garbage collection services, and the taking of any actions required in connection therewith;
4. Review Harris County Constable Report on District security services;
5. Review report on status of collection of taxes, the status of collection of delinquent tax accounts, and the payment of invoices in connection therewith, and the taking of any actions required in connection therewith, including authorizing the termination of water service to the properties of delinquent taxpayers;
6. Consider adoption of Resolution Authorizing an Additional Penalty on Delinquent Personal Property Taxes and authorize delinquent tax attorney to collect delinquent personal property taxes beginning April 1, 2024, including the filing of lawsuits, as necessary;
7. Review financial, investment, and bookkeeping reports, and the taking of any actions required in connection therewith, including authorizing payment of invoices presented;
8. Consider adoption of resolution Adopting List of Qualified Brokers Authorized to Engage in Investment Transactions with District;
9. Consider approval of audit report for the fiscal year ended September 30, 2023;
10. Review report on District's water, sanitary sewer and storm sewer systems, including:
 - (i) Authorizing the repair and maintenance of District facilities;
 - (ii) Status of pending repairs;
 - (iii) Review of monthly service billing and collections;
 - (iv) Compliance with permits; and
 - (v) Appeals of District charges;

11. Engineer's report, including:
 - (i) Authorizing the design, advertisement for bids and/or award of construction contracts or concurrence in the award of a contract for the construction of water, sanitary sewer and drainage facilities within the District, including:
 - (a) Authorize preparation of plans for construction of emergency interconnect with North Green Municipal Utility District;
 - (ii) Status of construction contracts previously awarded and the approval of any change orders, including:
 - (a) Status of contract with CFG Industries, LLC for blasting and coating of hydro tank no. 2;
 - (iii) Acceptance of site and/or easement conveyance and acceptance of conveyance of facilities constructed for operation and maintenance purposes;
 - (iv) Status of development in District;
 - (v) Review and approval of requests for issuance of utility commitments; and
 - (vi) Other engineering matters, and the taking of any actions required in connection therewith;
12. Status of construction of bollard fencing in detention pond area;
13. Consider approval of emergency water supply contract with North Green Municipal Utility District;
14. Consider discussion regarding potential bond issue including approval of cost summary and authorizing District consultants to begin preparation of a bond application report in connection with same;
15. Status of the Central Harris County Regional Water Authority, including discussion regarding the appointment process for directors of the authority, and approval of a resolution nominating a candidate for a position on the Board of Directors;
16. Consider discussion regarding use of tablets at Board of Directors meetings;
17. Update from Touchstone District Services; and
18. ~~Matters for placement~~ on future agendas.



(Seal)

MARKS RICHARDSON PC

By: Kara Richardson
 Kara Richardson
 Attorney for the District

Persons with disabilities who plan to attend this meeting and would like to request auxiliary aids or services to aid in communication and/or participation are requested to contact the District's attorney at (713) 942-9922 at least three (3) business days prior to the meeting so that appropriate arrangements can be made. Texas Water Code Section 49.06(c) provides a process for qualified electors residing in the District to request the designation of a meeting place within the District. Please see Texas Water Code Section 49.062(c) for specific information on the petition process.

Pursuant to Section 49.062 of the Texas Water Code, as amended, on written request of at least five qualified electors in the District, the Board shall designate a meeting place and hold meetings within the District. If no suitable meeting place exists inside the District, the Board may designate a meeting place outside the District that is located not further than 10 miles from the boundary of the District.



HARRIS COUNTY CONSTABLE, PRECINCT 4

CONSTABLE MARK HERMAN

"Proudly Serving the Citizens of Precinct 4"

6831 Cypresswood Drive ★ Spring, Texas 77379 ★ (281) 376-3472 ★ www.ConstablePct4.com

Monthly Contract Stats

HARRIS CO UTILITY DIST#16

For December 2023

Categories

Burglary Habitation: 0	Burglary Vehicle: 6	Theft Habitation: 0
Theft Vehicle: 1	Theft Other: 1	Robbery: 0
Assault: 1	Sexual Assault: 0	Criminal Mischief: 4
Disturbance Family: 4	Disturbance Juvenile: 0	Disturbance Other: 14
Alarms: 4	Suspicious Vehicles: 13	Suspicious Persons: 1
Runaways: 0	Phone Harrassment: 0	Other Calls: 111

Detailed Statistics By Deputy

Unit Number	Contract Calls	District Calls	Reports Taken	Felony Arrests	Misd Arrests	Tickets Issued	Recovered Property	Charges Filed	Mileage Driven	Days Worked
E19	62	10	26	0	2	19	0	3	919	13
TOTAL	62	10	26	0	2	19	0	3	919	13

Summary of Events

Burglary of Motor Vehicle

1400 Century Plaza Dr - Unknown suspects came during the nighttime hours and broke Complainant vehicle's window and removed several items without permission.

1000 N Plaza East - Complainant reported unknown suspect(s) entered their unlocked vehicle and stole item(s).

1200 Woodyard – Unknown suspect came during the nighttime hours and entered the Complainant unlocked vehicle and removed items without permission.

18300 Ranch View Trl - Reporting party stated that an unknown person damaged her vehicle window to steal a spray paint machine. \$2,050 in total and video of the footage was provided.

800 E. Airtex Dr - Central processing units were stolen from eleven Ryder work trucks.

Criminal Mischief

20200 Caroline Way Ct – Complainant reported that he observed an unknown person inside of his vehicle the nighttime hours. The person forced entry into his tractor truck and caused damage

inside of the vehicle.

20200 Plaza East Blvd – Complainant reported that unknown person came during the nighttime hours and damaged vehicle window without permission.

900 Century Plaza – Complainant reported that unknown person came during the nighttime hours and damaged windows to complainant property without permission.

1200 Lavender Shade Ct - Unknown suspect threw a brick fragment, breaking the complainant's residence back window.

Family Disturbance

1200 Lavender Shade Ct - Complainant and juvenile were involved in a verbal argument that turned physical. Juvenile arrested for Assault Family Member.

900 Steel Blue – Verbal argument occurred between domestic partners no physical assault charges were declined by District Attorney.

20200 Plaza East Blvd - Adult Child and Parent got into a verbal argument and a physical altercation occurred Charges were declined by the District Attorney.

900 Matthew Way – Adult female and male couple engaged in mutual combat fighting charged declined by District Attorney Office.

Aggravated Assault

900 Century Plaza – Complainant reported that he was shot by an unknown person while he was walking with his family on a public roadway, investigation occurred but no evidence was found to corroborate complainant's report.

Stolen Vehicle

800 Matthew Way – Unknown person came during the nighttime hours and removed the Complainant vehicle from their driveway without permission.

Other Calls

Mental Health Investigation

20300 Mcmeans dr – a known female caused physical injury to herself in attempts to end her life, female was transported to a local hospital for medical and mental health assistance.

900 E. Airtex Dr - A known male was found to be in crisis by deputies was later transported to local hospital for mental health evaluation.

Credit Card Abuse

18700 N Young Elm Cir – Complainant reported that her friends took her credit card without her permission and made charges to her account.

Arson

20000 Imperial Green Dr – Deputies located a small fire that was started by two unknown suspicious persons. No Charges filed.

Traffic Tow

20300 Imperial Valley Dr- Vehicle was towed due to not have insurance and dressed properly.

Disturbance Other

800 E. Airtex Dr - Deputies were dispatched to location regarding a disturbance type call for service. While conducting investigation 1 B/M was taken into Police Custody for criminal trespass.

Meadowview Farms HOA

Burglary of Motor Vehicle

1400 Seagler Pond Ln - location in reference to a burglary of a motor vehicle where unknown suspects broke into a vehicle causing damage.

Theft

1400 Spencer Glen – Complainant reported that unknown person came during the nighttime hours and removed their license plate from their vehicle without permission.

Credit Card Abuse

19400 Flatrock Park Dr – Complainant reported that an unknown person gain access to their cash app account and removed funds from the app without permission.



Honesty | Efficiency | Transparency | Accountability | Continuity

MUNICIPAL TAX SERVICE,LLC

HARRIS COUNTY UD 16

FOR THE MONTH ENDING

December 31, 2023



MUNICIPAL TAX SERVICE, LLC

HC UD 16 – JUR 566
FOR THE PERIOD ENDING 12/31/2023

RECEIVABLES SUMMARY

2023 Balance Forward Levy at 9/30/23 FYE	\$0.00	
CAD Changes / Uncollectible	<u>\$2,995,525.16</u>	2,995,525.16
Outstanding Balance forward Prior Years (2022-2014) at 9/30/23 FYE	\$44,694.04	
CAD Changes / Uncollectible	<u>(\$3,666.65)</u>	<u>41,027.39</u>
Total Levy to be collected		3,036,552.55
Collection prior months (all years)	(\$166,981.34)	
2023 Taxes Collected net NSF & KR Refunds during current month	(\$386,473.79)	
Taxes Collected for Prior Years net NSF & KR Refunds during current month	<u>(\$302.35)</u>	<u>(553,757.48)</u>
Total Outstanding Balance		<u>2,482,795.07</u>

TAX ACCOUNT

Beginning Balance – Tax Account

170,581.59

Income

Taxes Collected current Year	\$386,473.79
Taxes Collected Prior Year	\$302.35
10% Rendition Penalty	\$26.59
Penalties & Interest	\$37.88
Collection Fee Paid	\$0.25
Overpayments	\$0.02
NSF or Reversals , Bank Charge	\$0.00
Other Fees & Court Costs	\$0.00
Escrow / Prepaid	<u>\$0.00</u>
	\$386,840.88

557,422.47

Expenses

Wire Harris County Utility District 16 - Maintenance & Operating	\$268,031.05
2291 Ted A. Cox, P.C - Delq Atty Coll. Fee & Exp. Invoice (December 2023)	\$33.40
2292 B&A Municipal Tax Service LLC - Inv. 566-354	\$2,997.30
2293 B&A Municipal Tax Service LLC - Inv. 566-355	<u>\$370.56</u>
	\$271,432.31

Ending Balance –Tax Account

285,990.16



MUNICIPAL TAX SERVICE, LLC

HC UD 16 – JUR 566
FOR THE PERIOD ENDING 12/31/2023

OUTSTANDING TAXES – YEAR TO DATE

TAX YEAR	BALANCE FORWARD @ 10/01/23	CAD SUPPLEMENTS & CORRECTIONS	UNCOLLECTIBLE	COLLECTIONS	OUTSTANDING TAXES	COLLECTIONS PERCENTAGE
2023	\$2,923,976.56	\$71,548.60	\$0.00	\$550,412.80	\$2,445,112.36	18.37%
2022	\$2,776,474.68	(\$3,428.44)	\$0.00	\$2,759,467.29	\$13,578.95	99.51%
2021	\$2,601,723.19	(\$238.19)	\$0.00	\$2,594,484.42	\$7,000.58	99.73%
2020	\$2,627,026.99	\$0.00	\$0.00	\$2,622,125.01	\$4,901.98	99.81%
2019	\$2,446,284.98	\$0.00	\$0.00	\$2,443,947.57	\$2,337.41	99.90%
2018	\$2,259,560.62	\$0.00	(\$27.61)	\$2,251,416.57	\$8,116.44	99.64%
2017	\$2,359,586.55	\$0.00	(\$424.31)	\$2,358,096.70	\$1,065.54	99.95%
2016	\$2,278,221.54	\$0.00	(\$600.03)	\$2,276,939.70	\$681.81	99.97%
					\$2,482,795.07	

EXEMPTIONS & TAX RATES

TAX YEAR	HOMESTEAD EXEMPTION	OVER 65 / DISABLED	M & O RATE	DEBT SERVICE RATE	CONTRACT TAX RATE	TOTAL RATE
2023	10.00%	15,000	0.32000	0.32000	0.00000	0.64000
2022	10.00%	15,000	0.27000	0.40000	0.00000	0.67000
2021	0.00%	0	0.27000	0.42000	0.00000	0.69000
2020	0.00%	0	0.27000	0.50000	0.00000	0.77000
2019	0.00%	0	0.27000	0.54000	0.00000	0.81000
2018	0.00%	0	0.27000	0.57000	0.00000	0.84000
2017	0.00%	0	0.27000	0.65000	0.00000	0.92000
2016	0.00%	0	0.30000	0.69000	0.00000	0.99000
2015	0.00%	0	0.30000	0.80000	0.00000	1.10000

DISTRICT VALUES

TAX YEAR	LAND & IMPROVEMENTS	AG NET	PERSONAL PROPERTY	EXEMPTIONS	TOTAL VALUE	SR	KR
2023	459,195,740	0	50,151,944	41,296,869	468,050,815	3	3
2022	409,782,172	0	42,716,125	38,610,761	413,887,536	15	15
2021	354,244,338	0	40,077,820	17,295,328	377,026,830	27	27
2020	322,228,190	0	35,275,581	16,331,427	341,172,344	39	39
2019	280,680,760	0	36,986,509	15,656,725	302,010,544	51	51
2018	253,114,873	0	29,657,962	13,777,537	268,995,298	62	62
2017	241,438,728	0	28,094,474	13,056,401	256,476,801	66	66
2016	224,971,063	0	14,248,456	9,096,110	230,123,409	70	70
2015	179,107,923	0	5,549,439	8,463,974	176,193,388	61	61
2014	140,471,450	0	2,230,505	3,736,795	138,965,160	67	67



MUNICIPAL TAX SERVICE, LLC

HC UD 16 – JUR 566
FOR THE PERIOD ENDING 12/31/2023

PROFIT & LOSS

CURRENT MONTH
12/01/2023 - 12/31/2023

FISCAL YEAR
10/01/23 - 12/31/23

	187,930.12	165,240.35
BEGINNING BALANCE		
INCOME		
10% Rendition Penalty	26.59	73.22
Court Costs/Title Fees, Constable Fees	0.00	0.00
Collection Fee	0.25	1,529.09
Overpayments	0.02	29.49
Penalty & Interest	37.88	1,340.68
Prepaid Accounts	0.00	(1,922.12)
Returned Item Fee Collected	0.00	0.00
Taxes Collected	386,776.14	557,429.53
Total Income	386,840.88	558,479.89
EXPENSES		
Audit/Records	175.00	175.00
Bank Charges	0.00	0.00
Bond Premium	0.00	0.00
CAD Fees	6,052.00	6,052.00
Certificate of Value	0.00	0.00
Copies	102.80	362.60
Correction Roll Refunds	3,713.14	6,297.57
Continuing Disclosures	0.00	0.00
Court Affidavits	0.00	30.00
Delinquent Tax Attorney Expense	227.86	429.11
Delinquent Tax Attorney Fee	252.57	3,193.20
FA Assistance	0.00	0.00
Unclaimed Property	0.00	0.00
House Bill 1597 / Installment Tracking	56.25	112.50
Legal Notices	0.00	845.90
Map	0.00	0.00
Mailing & Handling	3,513.00	3,545.70
Meeting - Travel Time & Mileage	90.98	272.94
Overpayment Refund	29.37	29.37
Public Hearing	0.00	650.00
Records Retention	14.21	54.04
Rendition 5% to CAD	0.00	0.00
Rendition Refunds	0.00	0.00
Returned Item Fees	0.00	0.00
Research	0.00	0.00
Roll Update & Processing	131.25	262.50
SB 2 (5yr History)	0.00	0.00
Supplies	0.00	15.04
Tax Assessor Collector Fee – AB	2,990.10	8,970.30
Transfer to Maintenance & Operating	0.00	0.00
Transfer to Debt Service	0.00	135,000.00
Total Expenses	17,348.53	166,297.77
ENDING BALANCE	<u>557,422.47</u>	<u>557,422.47</u>



MUNICIPAL TAX SERVICE, LLC

HC UD 16 – JUR 566
FOR THE PERIOD ENDING 12/31/2023

YEAR TO YEAR COMPARISON

	2023	%		2022	%	VARIANCE
October	\$31,248.09	1.07%		\$29,377.89	1.08%	-0.01%
November	\$132,690.92	5.47%		\$52,105.72	2.90%	2.57%
December	\$386,473.79	18.37%		\$549,217.56	22.33%	-3.96%
January				\$1,855,794.77	87.93%	
February				\$250,133.82	96.78%	
March				\$11,858.81	97.19%	
April				\$15,826.82	97.73%	
May				\$19,539.94	98.40%	
June				\$7,412.70	98.61%	
July				\$5,641.63	98.82%	
August				\$5,779.82	99.02%	
September				\$7,723.36	99.26%	

MONTHLY COLLECTIONS

2023	2022	2021	2020	2019	2018
\$386,473.79	\$302.35	\$0.00	\$0.00	\$0.00	\$0.00
2017					
\$0.00					



MUNICIPAL TAX SERVICE,LLC

HARRIS COUNTY UD 16
FOR THE PERIOD ENDING 12/26/2023

PLEDGED SECURITIES REPORT

SECURITIES PLEDGED AT 105% OVER FDIC INSURED \$250,000

COLLATERAL SECURITY AGREEMENT ON FILE : YES

TAX BANK ACCOUNT HELD AT: WELLS FARGO / BANK OF NEW YORK MELLON

COLLATERAL SECURITY REQUIRED: \$2,982,901.88

TYPE OF PLEDGED INVESTMENT: 01Y15F
GNMA

IN COMPLIANCE W/ DISTRICT INVESTMENT POLICY: YES

STATE OF TEXAS §

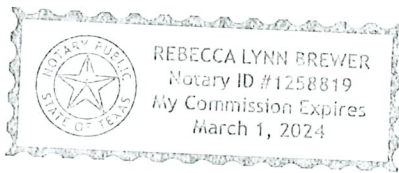
COUNTY OF HARRIS §

Avik Bonnerjee, being duly sworn, says that he is the Tax Assessor-Collector for the above named District and the foregoing contains a true and correct report accounting for all taxes collected for said District during the month therein stated.



Avik Bonnerjee, RTA

SWORN TO AND SUBSCRIBED BEFORE ME, this 1st day of January 2024.



Rebecca Lynn Brewer
Notary Public, State of Texas
Notary ID #1258819

My Commission Expires March 1, 2024



MUNICIPAL TAX SERVICE, LLC

HARRIS COUNTY UD 16
FOR THE PERIOD ENDING 12/31/2023

MAINTENANCE & OPERATING

TAX YEAR	M & O RATE	PERCENTAGE	COLLECTIONS	PENALTIES & INTEREST	LESS CORRECTION ROLLS	LESS REVERSALS	TRANSFER
2023	0.320000	50.00%	\$386,473.79	\$0.00	\$0.00	\$0.00	\$193,236.90
2022	0.270000	40.30%	\$302.35	\$0.00	\$0.00	\$0.00	\$121.85
2021	0.270000	39.13%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2020	0.270000	35.06%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2019	0.270000	33.33%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2018	0.270000	32.14%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2017	0.270000	29.35%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2016	0.300000	30.30%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2015	0.300000	27.27%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

EXPENSES FOR THE MONTH **LESS**
TO CLEAR VARIANCE **\$0.00**

CHECK # *WIRE*
DATE: *1/20/24*

July 5,251.59 -
Aug. 7,274.45 -
Sept. 1,618.75 +
Oct. 17,627.44 +
Nov. 65,332.14 +
Dec. 193,358.74 +
002
2,000,000.05



MUNICIPAL TAX SERVICE, LLC

HARRIS COUNTY UD 16
FOR THE PERIOD ENDING 11/30/2023

MAINTENANCE & OPERATING

TAX YEAR	M & O RATE	PERCENTAGE	COLLECTIONS	PENALTIES & INTEREST	LESS CORRECTION ROLLS	LESS REVERSALS	TRANSFER
2023	0.320000	50.00%	\$132,690.92	\$0.00	\$0.00	\$0.00	\$66,345.46
2022	0.270000	40.30%	\$1,646.96	\$0.00	(\$3,433.86)	\$0.00	-\$720.12
2021	0.270000	39.13%	\$0.00	\$0.00	(\$238.19)	\$0.00	-\$93.20
2020	0.270000	35.06%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2019	0.270000	33.33%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2018	0.270000	32.14%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2017	0.270000	29.35%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2016	0.300000	30.30%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2015	0.300000	27.27%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

EXPENSES FOR THE MONTH **LESS**

TO CLEAR VARIANCE **\$0.00**

\$65,532.14

CHECK # *wire*
 DATE: *1/20/24*



MUNICIPAL TAX SERVICE, LLC

HARRIS COUNTY UD 16
FOR THE PERIOD ENDING 10/31/2023

MAINTENANCE & OPERATING

TAX YEAR	M & O RATE	PERCENTAGE	COLLECTIONS	PENALTIES & INTEREST	LESS CORRECTION ROLLS	LESS REVERSALS	TRANSFER
2023	0.320000	50.00%	\$31,248.09	\$0.00	\$0.00	\$0.00	\$15,624.05
2022	0.270000	40.30%	\$5,467.47	\$0.00	\$0.00	\$0.00	\$2,203.39
2021	0.270000	39.13%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2020	0.270000	35.06%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2019	0.270000	33.33%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2018	0.270000	32.14%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2017	0.270000	29.35%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2016	0.300000	30.30%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2015	0.300000	27.27%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

\$17,827.44

EXPENSES FOR THE MONTH

LESS

TO CLEAR VARIANCE

\$0.00

\$17,827.44

CHECK # *wire*
 DATE: *11/20/24*



MUNICIPAL TAX SERVICE, LLC

HARRIS COUNTY UD 16
FOR THE PERIOD ENDING 09/30/2023

MAINTENANCE & OPERATING

TAX YEAR	M & O RATE	PERCENTAGE	COLLECTIONS	PENALTIES & INTEREST	LESS CORRECTION ROLLS	LESS REVERSALS	TRANSFER
2022	0.270000	40.30%	\$7,723.36	\$0.00	(\$2,584.43)	(\$954.13)	\$1,686.47
2021	0.270000	39.13%	\$338.04	\$0.00	\$0.00	\$0.00	\$132.28
2020	0.270000	35.06%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2019	0.270000	33.33%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2018	0.270000	32.14%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2017	0.270000	29.35%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2016	0.300000	30.30%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2015	0.300000	27.27%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

EXPENSES FOR THE MONTH **LESS** **\$1,818.75**

TO CLEAR VARIANCE **0.00** **\$0.00**

\$1,818.75

CHECK # *wire*
 DATE: *1/20/24*



MUNICIPAL TAX SERVICE, LLC

HARRIS COUNTY UD 16
FOR THE PERIOD ENDING 08/31/2023

MAINTENANCE & OPERATING

TAX YEAR	M & O RATE	PERCENTAGE	COLLECTIONS	PENALTIES & INTEREST	LESS CORRECTION ROLLS	LESS REVERSALS	TRANSFER
2022	0.270000	40.30%	\$5,779.82	\$0.00	(\$23,908.42)	\$0.00	-\$7,305.83
2021	0.270000	39.13%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2020	0.270000	35.06%	\$89.54	\$0.00	\$0.00	\$0.00	\$31.39
2019	0.270000	33.33%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2018	0.270000	32.14%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2017	0.270000	29.35%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2016	0.300000	30.30%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2015	0.300000	27.27%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

EXPENSES FOR THE MONTH LESS

TO CLEAR VARIANCE 0.00

\$(7,274.43)

CHECK # *wire*
 DATE: *1/2024*



MUNICIPAL TAX SERVICE, LLC

HARRIS COUNTY UD 16
FOR THE PERIOD ENDING 07/31/2023

MAINTENANCE & OPERATING

TAX YEAR	M & O RATE	PERCENTAGE	COLLECTIONS	PENALTIES & INTEREST	LESS CORRECTION ROLLS	LESS REVERSALS	TRANSFER
2022	0.270000	40.30%	\$5,641.63	\$0.00	(\$13,928.77)	\$0.00	-\$3,339.72
2021	0.270000	39.13%	\$276.34	\$0.00	\$0.00	\$0.00	\$108.13
2020	0.270000	35.06%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2019	0.270000	33.33%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2018	0.270000	32.14%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2017	0.270000	29.35%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2016	0.300000	30.30%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2015	0.300000	27.27%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

EXPENSES FOR THE MONTH **LESS**

TO CLEAR VARIANCE **\$0.00**

\$0.00 **(\$3,231.59)**

CHECK # *WIFE*
 DATE: *1/2024*

TED A. COX, P.C.
Attorney at Law
2855 Mangum, Suite 100A
Houston, Texas 77092
(713) 956-9400 Office
(713) 956-8485 Telefax

TED A. COX

December 20, 2023

B&A Municipal Tax Service, LLC
13333 Northwest Freeway, Suite 250
Houston, Texas 77040

RE: Harris County Utility District #16 – Tax Suits/Collections

Expenses/Fees:

Postage/Copy/Deed/Constable/Online Database Search Fees (December 2023) \$33.15
TOTAL DUE THIS INVOICE \$33.15

PLEASE MAKE CHECK PAYABLE TO "TED A. COX, P.C."

Invoice 33.15+
Coll fee 0.25+
002
 33.40

Rd ck [REDACTED] 1/1/24

MONTH OF DECEMBER 2023

<u>DISTRICT</u>	<u>COPIES</u>	<u>POSTAGE</u>	<u>DEED FEES</u>	<u>LEXIS NEXIS RESEARCH FEES</u>	<u>OTHER EXPENSES</u>	<u>TOTAL</u>
Big Sky MUD						
Chambers PID #2						
Chambers PID #3						
Chambers County MUD #3						
Cinco MUD #12						
CNP UD	\$1.50	\$9.19				\$10.69
Denton County Reclamation						
El Dorado UD	\$12.20	\$9.19	\$231.00	\$6.66		\$259.05
Encanto Real						
Fort Bend MUD #145						
HC Freshwater Supply District 1A	\$6.20	\$34.12				\$40.32
Galveston MUD #14						
HC MUD #5	\$15.40	\$1.98	\$127.00	\$3.33		\$147.71
HC UD #16	\$11.10	\$18.72		\$3.33		\$33.15
HC MUD #104						
HC MUD #200						
HC MUD #211						
HC MUD #233						
HC MUD #238	\$6.60	\$1.32		\$3.33		\$11.25

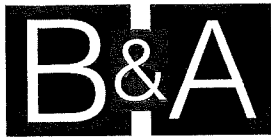
HARRIS COUNTY UD 16
Deposits Report
For Dates 12/1/2023 thru 12/31/2023

Bank	Deposit Date	Deposit No	Ck/Cash	CC	WACH	Deposit Amount			
Tax Account No	Owner / Payee			Date	By	Ref No	Year	GL Account	Distr Amt
	12/27/2023			0	0	127.92			
	12/28/2023			0	0	2,595.18			
	12/28/2023			0	0	165.91			
	12/28/2023			0	0	1,150.10			
	12/28/2023			0	0	133.60			
	12/28/2023			3	0	2,918.19			
	12/28/2023			0	1	315.57			
	12/28/2023			0	0	126.00			
	12/29/2023			0	0	1,319.44			
	Total Deposits	75	212	22	24	386,840.88			

GL Account Summary	2023	2022	Total Report
Taxes Paid	386,473.79	302.35	386,776.14
Penalties Paid	26.59		26.59
P&I Paid		37.88	37.88
Coll Fee Paid		0.25	0.25
Refund	0.02		0.02
	<u>386,500.40</u>	<u>340.48</u>	<u>386,840.88</u>

- Ted COX

pd ck [redacted] 1/1/24



MUNICIPAL TAX SERVICE, LLC

Invoice

Date	Invoice #
1/1/2024	566-354

Bill To
Harris County Utility District 16 13333 Northwest Freeway Suite 620 Houston, TX 77040

Description	Unit Count	Rate	Amount
Avik Bonnerjee, RTA - Tax Assessor Collector Fee January 2024.		2,990.10	2,990.10
2023 Additional Unit Count Invoiced 2024	8	0.90	7.20
		<i>Rd ch</i>	<i>1/1/24</i>
Thank you for your business.		Total	\$2,997.30



MUNICIPAL TAX SERVICE, LLC

Invoice

Date	Invoice #
1/1/2024	566-355

Bill To
Harris County Utility District 16 13333 Northwest Freeway Suite 620 Houston, TX 77040

Description	Unit Count	Rate	Amount
Copies	643	0.20	128.60
Postage, Mailing, and Handling (16)		13.60	13.60
Statement Mailing and Handling (DMR-thru SR/KR 3)		67.49	67.49
Statement Mailing & Handling (Agents thru SR/KR 3)	0.25	75.00	18.75
Records Retention		13.64	13.64
Meeting Travel Time/Mileage/Time (November 2023)		90.98	90.98
Installment Agreement Tracking (November 2023)		37.50	37.50
Thank you for your business.		Total	\$370.56

pd ch [redacted] 1/1/24

RESOLUTION AUTHORIZING AN ADDITIONAL PENALTY ON
DELINQUENT PERSONAL PROPERTY TAXES

WHEREAS, the Board of Directors of Harris County Utility District No. 16 (the "District") is desirous of defraying the costs of collection of delinquent taxes; and

WHEREAS, the District has contracted with an attorney for collection of delinquent taxes as set forth in Section 6.30 of V.T.C.A. Tax Code, as amended ("Tax Code"); and

WHEREAS, Section 33.11 of the Tax Code, as amended, provides that, if the District has contracted with an attorney under Section 6.30 of the Tax Code, as amended, for collection of the District's delinquent taxes, the District may impose an additional penalty not to exceed the amount of the compensation specified in the contract with the attorney to be paid in connection with the collection of the delinquent personal property taxes on personal property taxes that become delinquent on or after February 1 of a year and that remain delinquent sixty (60) days after the date on which they become delinquent; and

WHEREAS, said Section 33.11 provides that said penalty shall not exceed the amount of compensation specified in the contract with the above-described attorney; and

WHEREAS, said contract specifies compensation in the amount of twenty percent (20%) of the amount of delinquent tax, penalty and interest collected; Therefore,

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF HARRIS COUNTY UTILITY DISTRICT NO. 16, THAT:

Section 1. The District has entered into a contract with an attorney pursuant to Section 6.30 and in accordance with Section 33.11 of the Tax Code, as amended, for the collection of delinquent taxes, penalty and interest.

Section 2. District taxes on personal property that become delinquent on or after February 1 of a year and that remain delinquent sixty (60) days after said date shall incur an additional penalty of twenty percent (20%) on the amount of such personal property taxes, penalty and interest to defray the costs of collection of said delinquent taxes, in accordance with Section 33.11 of the Tax Code, as amended.

Section 3. The District's tax collector shall deliver a notice of delinquency and of the penalty imposed pursuant to Section 2 above to the property owner at least thirty (30) and not more than sixty (60) days before the date on which the penalty will be incurred in the manner required by Section 33.11 of the Tax Code, as amended.

Section 4. Delinquent personal property taxes which incur the penalty set forth in this Resolution shall not be subject to an additional penalty under Section 33.07 of the Tax Code, as amended, it being found and declared by the Board of Directors of the District that the penalty hereunder is an alternative to the authority of said Section 33.07.

PASSED AND APPROVED this the 12th day of January, 2024.

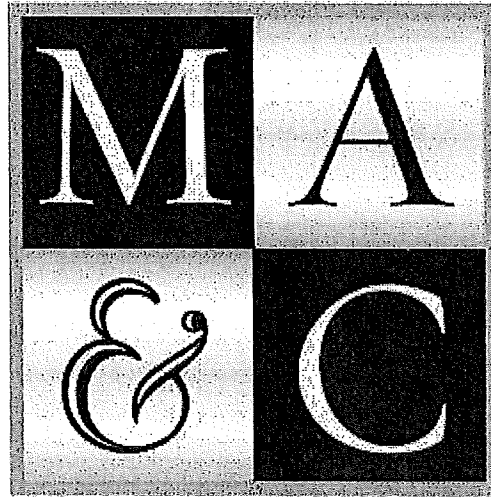
HARRIS COUNTY UTILITY
DISTRICT NO. 16

ATTEST:

By: 
President, Board of Directors

By: 
Secretary, Board of Directors





MUNICIPAL ACCOUNTS
& CONSULTING, L.P.

Bookkeeper's Report | January 12, 2024

Harris County Utility District No. 16



WEBSITE

www.municipalaccounts.com



ADDRESS

1281 Brittmoore Road
Houston, Texas 77043



CONTACT

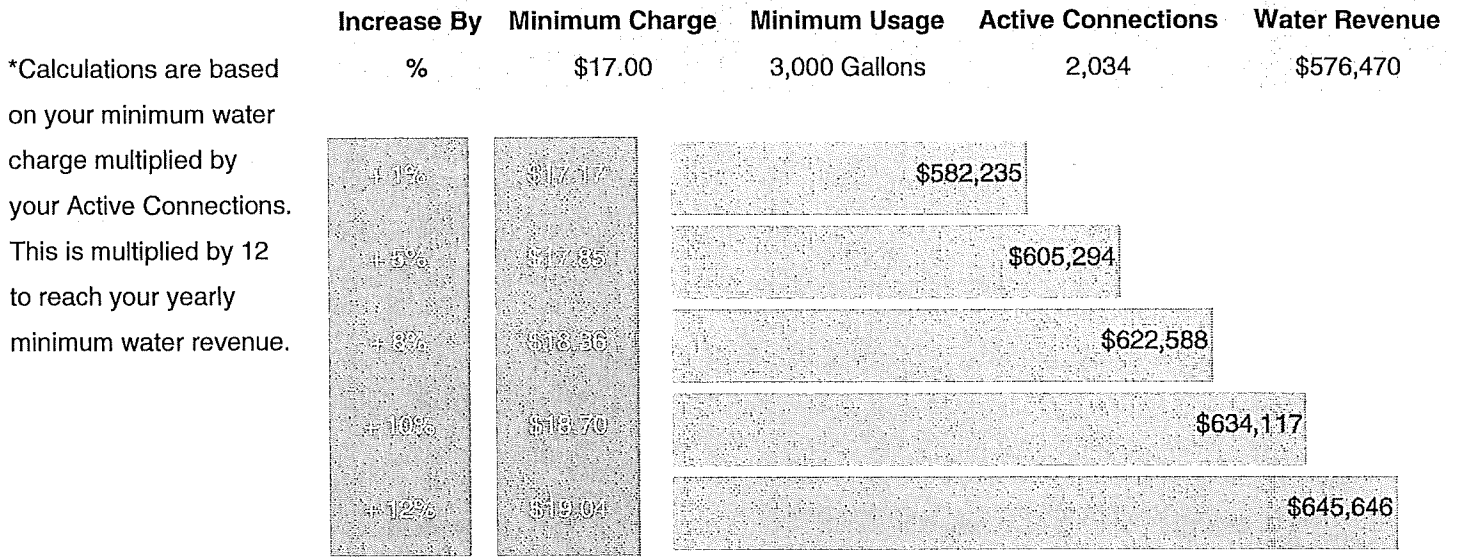
Phone: 713.623.4539
Fax: 713.629.6859

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Spotlight On Your Base Water Rate

Special Purpose Districts have the responsibility to set minimum water rates that will generate income to cover the costs of water production and delivery for their residents. In addition, these revenues can also be used to build surplus funds to cover unexpected expenses and Capital Projects. The dashboard below illustrates what a 1% - 12% increase in the base rate could potentially generate in general operating revenue.

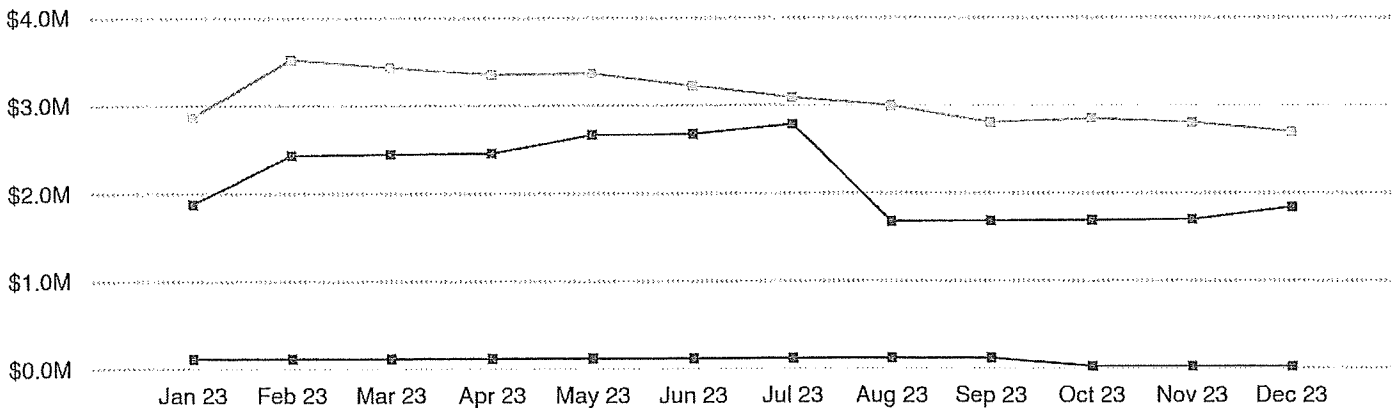


Account Balance | As of 01/12/2024

General Operating	Capital Projects	Debt Service
\$2,535,363	\$23,035	\$1,839,563

Total For All Accounts: \$4,397,961

Account Balance By Month | January 2023 - December 2023



Monthly Financial Summary - General Operating Fund

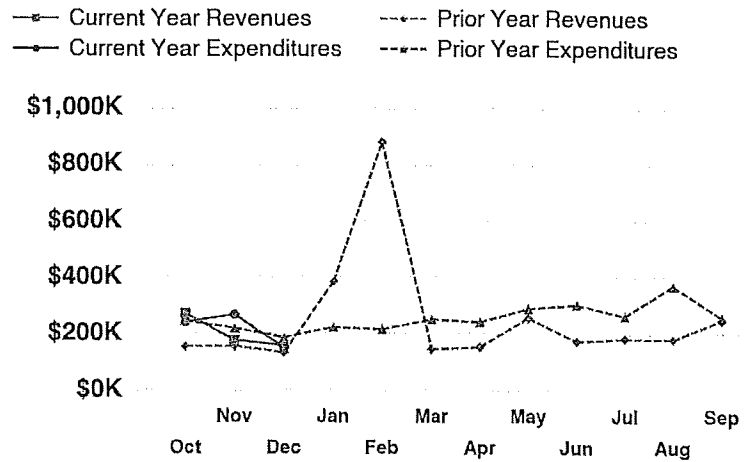
Harris County UD No. 16 - GOF



Account Balance Summary

Balance as of 12/09/2023	\$2,581,767
Receipts	369,608
Disbursements	(416,011)
Balance as of 01/12/2024	\$2,535,363

Overall Revenues & Expenditures By Month (Year to Date)



December 2023

Revenues

Actual	Budget	Over/(Under)
\$157,903	\$125,600	\$32,303

Expenditures

Actual	Budget	Over/(Under)
\$150,714	\$242,300	(\$91,586)

October 2023 - December 2023 (Year to Date)

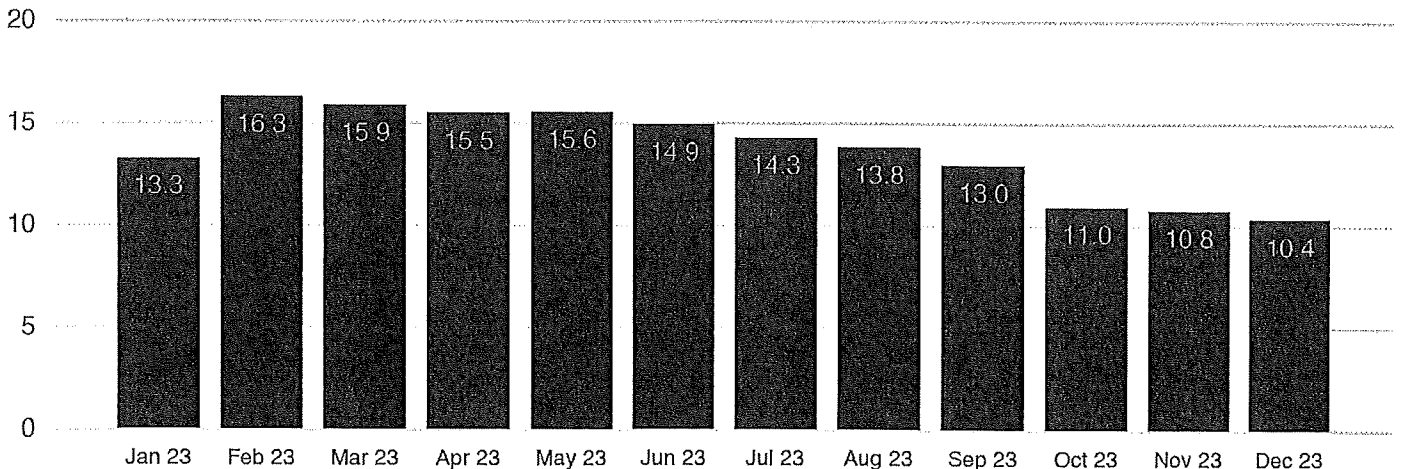
Revenues

Actual	Budget	Over/(Under)
\$607,130	\$425,656	\$181,474

Expenditures

Actual	Budget	Over/(Under)
\$659,569	\$750,690	(\$91,121)

Operating Fund Reserve Coverage Ratio (In Months)



Cash Flow Report - Checking Account

Harris County UD No. 16 - GOF



Number	Name	Memo	Amount	Balance
Balance as of 12/09/2023				\$1,681.74
Receipts				
	Interest Earned on Checking		7.39	
	Transfer from Lockbox Account		165,523.41	
	Transfer from Money Market		42,000.00	
Total Receipts				\$207,530.80

Disbursements

10843	CenterPoint Energy	Utility Expense	(28.23)
10844	CHCRWA	Pumpage Fees	(41,398.74)
10845	AT&T	Telephone Expense	(274.74)
10873	CenterPoint Energy	Utility Expense	(28.23)
10874	AT&T	Telephone Expense	(274.74)
10876	Efrain Valles	Customer Refund	(138.65)
10877	Frank Melton III	Customer Refund	(56.20)
10878	Monique Ferguson	Customer Refund	(48.31)
10879	Roxanne Gamino	Customer Refund	(65.15)
10880	Seltue Karweaye	Customer Refund	(16.05)
10881	Sun Communities	Customer Refund	(40.82)
10882	Arthur J. Gallagher Risk Management Servi	Insurance Expense	(894.00)
10883	Association of Water Board Directors	AWBD Registrations	(225.00)
10884	Best Trash LLC	Garbage Expense	(34,432.16)
10885	Burke Engineering, LLC	Engineering Fees	(10,350.25)
10886	Mark Christopher Eyring	Audit Fees	(13,990.29)
10887	McCall, Parkhurst & Horton L.L.P.	Disclosure Counsel Fees	(650.00)
10888	Municipal Accounts & Consulting, L.P.	Bookkeeping Fees	(8,122.49)
10889	Preventive Services, L.P.	Maintenance and Storm Water Quality	(12,692.10)
10890	Reliant	Utilities Expense	(4,239.11)
10891	Seaback Maintenance Inc.	Mowing Expense	(1,008.00)
10892	Touchstone District Services, LLC	Website Expense	(616.45)
10893	Inframark LLC	Maintenance & Operations	(68,212.99)
10894	Marks Richardson PC	Legal Fees	(7,278.29)
10895	Patricia A. Tope.	AWBD Advance	(700.00)
10896	CenterPoint Energy	Utility Expense	0.00
10897	CHCRWA	Pumpage Fees	0.00
10898	AT&T	Telephone Expense	0.00
HR&P	HR&P, Inc.	Payroll Administration	(50.00)
HR&P	HR&P, Inc.	Payroll Taxes	(295.46)
Payroll	Marilyn T. Daniel	Fees of Office 12/01 & 12/08/2023	(395.64)
Payroll	Manny Mones	Fees of Office 12/01 & 12/08/2023	(432.88)
Payroll	Patricia A. Tope	Fees of Office 12/01 & 12/08/2023	(422.60)
Payroll	Susan Wescott	Fees of Office 12/01/2023	(204.10)
Payroll	Michele Z. Womack	Fees of Office 12/08/2023	(215.24)

Cash Flow Report - Checking Account

Harris County UD No. 16 - GOF



Number	Name	Memo	Amount	Balance
Disbursements				
Svc Chg	Central Bank	Service Charge	(5.00)	
Total Disbursements				(\$207,801.91)
Balance as of 01/12/2024				\$1,410.63

Cash Flow Report - Operator Account

Harris County UD No. 16 - GOF



Number	Name	Memo	Amount	Balance
Balance as of 12/09/2023				\$26,820.00
Receipts				
	Accounts Receivable		154,356.48	
Total Receipts				\$154,356.48
Disbursements				
Rtn Ck	Central Bank	Customer Returned Checks	(620.98)	
Svc Chg	Central Bank	Service Charge	(5.00)	
Svc Chg	Central Bank	T-Tech Fees	(60.00)	
Sweep	Central Bank	Transfer to Checking Account	(165,523.41)	
Total Disbursements				(\$166,209.39)
Balance as of 01/12/2024				\$14,967.09

Actual vs. Budget Comparison

Harris County UD No. 16 - GOF



	December 2023			October 2023 - December 2023			Annual Budget
	Actual	Budget	Over/ (Under)	Actual	Budget	Over/ (Under)	
Revenues							
Water Revenue							
14101 Water- Customer Service Revenue	48,608	29,550	19,058	149,276	112,290	36,986	591,000
14102 Water Authority Revenue	47,417	31,520	15,897	151,394	119,776	31,618	630,400
14105 Connection Fees	406	500	(94)	1,499	1,500	(1)	6,000
Total Water Revenue	96,431	61,570	34,861	302,169	233,566	68,603	1,227,400
Wastewater Revenue							
14201 Wastewater-Customer Service Rev	42,743	43,558	(815)	130,011	130,675	(664)	522,700
Total Wastewater Revenue	42,743	43,558	(815)	130,011	130,675	(664)	522,700
Property Tax Revenue							
14301 Maintenance Tax Collections	0	0	0	0	0	0	1,489,500
Total Property Tax Revenue	0	0	0	0	0	0	1,489,500
Tap Connection Revenue							
14502 Inspection Fees	25	25	0	75	75	0	300
Total Tap Connection Revenue	25	25	0	75	75	0	300
Administrative Revenue							
14702 Penalties & Interest	10,976	7,542	3,435	35,634	22,625	13,009	90,500
Total Administrative Revenue	10,976	7,542	3,435	35,634	22,625	13,009	90,500
Interest Revenue							
14801 Interest Earned on Checking	7	5	2	67	15	52	60
14802 Interest Earned on Temp. Invest	7,720	12,833	(5,113)	43,116	38,500	4,616	154,000
Total Interest Revenue	7,728	12,838	(5,111)	43,183	38,515	4,668	154,060
Other Revenue							
15801 Miscellaneous Income	0	67	(67)	100	200	(100)	800
Total Other Revenue	0	67	(67)	100	200	(100)	800
Total Revenues	157,903	125,600	32,303	511,173	425,656	85,517	3,485,260
Expenditures							
Water Service							
16101 Billing Service Fees - Water	0	7,617	(7,617)	15,312	22,850	(7,538)	91,400
16105 Maintenance & Repairs - Water	20,026	40,042	(20,016)	105,019	120,125	(15,106)	480,500
16107 Chemicals - Water	5,850	3,975	1,875	16,062	11,925	4,137	47,700
16108 Laboratory Expense - Water	307	500	(193)	8,722	1,500	7,222	6,000
16109 Mowing - Water	0	342	(342)	740	1,025	(285)	4,100
16110 Utilities - Water	0	4,025	(4,025)	8,257	12,075	(3,818)	48,300
16111 Reconnection Expense	0	300	(300)	600	900	(300)	3,600

Actual vs. Budget Comparison

Harris County UD No. 16 - GOF



	December 2023			October 2023 - December 2023			Annual Budget
	Actual	Budget	Over/ (Under)	Actual	Budget	Over/ (Under)	
Expenditures							
Water Service							
16114 Telephone Expense - Water	60	58	1	182	175	7	700
16116 Permit Expense - Water	0	0	0	7,871	6,600	1,271	6,600
16119 Pumpage Fees	0	31,520	(31,520)	87,906	119,776	(31,870)	630,400
16120 Service Account Collection	632	3,875	(3,243)	12,982	11,625	1,357	46,500
Total Water Service	26,875	92,253	(65,379)	263,651	308,576	(44,925)	1,365,800
Wastewater Service							
16201 Billing Service Fees-Wastewater	0	7,908	(7,908)	15,916	23,725	(7,809)	94,900
16205 Maint & Repairs - Wastewater	10,352	23,225	(12,873)	35,916	69,675	(33,759)	278,700
16206 Maint & Repairs - Lift Station	1,487	4,692	(3,205)	15,807	14,075	1,732	56,300
16207 Chemicals - Wastewater	6,815	4,667	2,148	17,435	14,000	3,435	56,000
16208 Laboratory Expense - Wastewater	1,368	650	718	5,000	1,950	3,050	7,800
16209 Mowing - Wastewater	0	683	(683)	1,180	2,050	(870)	8,200
16210 Utilities - Wastewater	3,830	4,150	(320)	11,138	12,450	(1,312)	49,800
16211 Utilities - Lift Station	399	508	(109)	1,158	1,525	(367)	6,100
16212 Sludge Removal	0	0	0	16,472	16,472	0	83,600
16214 Telephone Expense - Wastewater	215	225	(10)	757	675	82	2,700
Total Wastewater Service	24,465	46,708	(22,243)	120,779	156,597	(35,818)	644,100
Garbage Service							
16301 Garbage Expense	34,432	35,483	(1,051)	103,227	106,450	(3,223)	425,800
Total Garbage Service	34,432	35,483	(1,051)	103,227	106,450	(3,223)	425,800
Storm Water Quality							
16403 Detention Pond Maintenance	3,817	10,200	(6,383)	28,829	30,600	(1,771)	122,400
Total Storm Water Quality	3,817	10,200	(6,383)	28,829	30,600	(1,771)	122,400
Tap Connection							
16502 Inspection Expense	69	683	(615)	275	2,050	(1,775)	8,200
Total Tap Connection	69	683	(615)	275	2,050	(1,775)	8,200
Parks & Recreation Service							
16601 Lakes/Parks Maintenance	8,875	8,875	0	28,125	26,625	1,500	106,500
16608 Utilities - Park	39	25	14	116	75	41	300
Total Parks & Recreation Service	8,914	8,900	14	28,241	26,700	1,541	106,800
Administrative Service							
16701 Administrative Fees	0	383	(383)	242	1,150	(908)	4,600
16703 Legal Fees	7,378	5,000	2,378	16,818	15,000	1,818	60,000
16705 Auditing Fees	13,990	13,950	40	13,990	13,950	40	13,950
16706 Engineering Fees	10,350	5,417	4,934	23,350	16,250	7,100	65,000

Actual vs. Budget Comparison

Harris County UD No. 16 - GOF



	December 2023			October 2023 - December 2023			Annual Budget
	Actual	Budget	Over/ (Under)	Actual	Budget	Over/ (Under)	
Expenditures							
Administrative Service							
16709 Election Expense	0	0	0	1,422	1,422	0	35,000
16710 Website Hosting	991	2,258	(1,267)	2,819	6,775	(3,956)	27,100
16712 Bookkeeping Fees	7,822	6,820	1,002	15,904	20,460	(4,556)	62,000
16714 Printing & Office Supplies	170	733	(563)	1,080	2,200	(1,120)	8,800
16716 Delivery Expense	44	33	11	104	100	4	400
16717 Postage	28	25	3	70	75	(5)	300
16718 Insurance & Surety Bond	894	894	0	894	894	0	20,400
16723 Travel Expense	76	250	(174)	295	750	(455)	3,000
16724 Publication Expense (SB 622)	0	0	0	0	0	0	1,000
16728 Record Storage Fees	270	208	61	645	625	20	2,500
16731 Arbitrage Analysis	0	0	0	0	0	0	6,000
16736 Employee Development	990	1,326	(336)	1,488	1,926	(438)	14,200
Total Administrative Service	43,003	37,298	5,705	79,121	81,577	(2,457)	324,250
Security Service							
16801 Patrol Expense	6,790	6,790	0	20,370	20,370	0	81,480
Total Security Service	6,790	6,790	0	20,370	20,370	0	81,480
Payroll Expense							
17101 Payroll Expenses	1,768	2,975	(1,207)	6,851	8,925	(2,074)	35,700
17102 Payroll Administration	50	50	0	150	150	0	600
17103 Payroll Tax Expense	135	225	(90)	524	675	(151)	2,700
Total Payroll Expense	1,953	3,250	(1,297)	7,525	9,750	(2,225)	39,000
Other Expense							
17802 Miscellaneous Expense	396	733	(337)	1,732	2,200	(468)	8,800
Total Other Expense	396	733	(337)	1,732	2,200	(468)	8,800
Total Expenditures	150,714	242,300	(91,586)	653,749	744,870	(91,121)	3,126,630
Total Revenues (Expenditures)	7,189	(116,700)	123,889	(142,576)	(319,214)	176,638	358,630
Other Revenues							
Extra Ordinary Revenue							
15902 Transfer From Capital Projects	0	0	0	95,957	0	95,957	0
Total Extra Ordinary Revenue	0	0	0	95,957	0	95,957	0
Total Other Revenues	0	0	0	95,957	0	95,957	0

Actual vs. Budget Comparison

Harris County UD No. 16 - GOF



	December 2023			October 2023 - December 2023			Annual Budget
	Actual	Budget	Over/ (Under)	Actual	Budget	Over/ (Under)	
Other Expenditures							
Capital Outlay							
17901 Capital Outlay	0	0	0	5,820	5,820	0	100,000
Total Capital Outlay	0	0	0	5,820	5,820	0	100,000
Total Other Expenditures	0	0	0	5,820	5,820	0	100,000
Total Other Revenues (Expenditures)	0	0	0	90,137	(5,820)	95,957	(100,000)
Excess Revenues (Expenditures)	7,189	(116,700)	123,889	(52,439)	(325,034)	272,595	258,630

Balance Sheet as of 12/31/2023

Harris County UD No. 16 - GOF



Assets	
Bank	
11101 Cash in Bank	\$123,490
11102 Operator	14,967
Total Bank	<u>\$138,457</u>
Investments	
11201 Time Deposits	\$2,560,985
Total Investments	<u>\$2,560,985</u>
Receivables	
11301 Accounts Receivable	\$152,890
11303 Maintenance Tax Receivable	16,663
11304 Builder Damage Receivable	(894)
11305 Accrued Interest	29,176
Total Receivables	<u>\$197,835</u>
Interfund Receivables	
11403 Due From Tax Account	\$16,074
Total Interfund Receivables	<u>\$16,074</u>
Total Assets	<u><u>\$2,913,352</u></u>
Liabilities & Equity	
Liabilities	
Accounts Payable	
12101 Accounts Payable	\$156,179
Total Accounts Payable	<u>\$156,179</u>
Other Current Liabilities	
12202 Due to TCEQ	\$4,003
Total Other Current Liabilities	<u>\$4,003</u>
Deferrals	
12502 Deferred Inflows Property Taxes	\$16,663
Total Deferrals	<u>\$16,663</u>
Deposits	
12601 Customer Meter Deposits	\$209,745
12602 Deposits - Other	13,389
12605 Allowance For Doubtful Accounts	10,750
Total Deposits	<u>\$233,884</u>
Total Liabilities	<u><u>\$410,729</u></u>
Equity	
Unassigned Fund Balance	
13101 Unassigned Fund Balance	\$2,555,062
Total Unassigned Fund Balance	<u>\$2,555,062</u>

Balance Sheet as of 12/31/2023

Harris County UD No. 16 - GOF



Liabilities & Equity

Equity

Net Income

(\$52,439)

Total Equity

\$2,502,623

Total Liabilities & Equity

\$2,913,352

Monthly Financial Summary - Capital Projects Fund

Harris County UD No. 16 - CPF

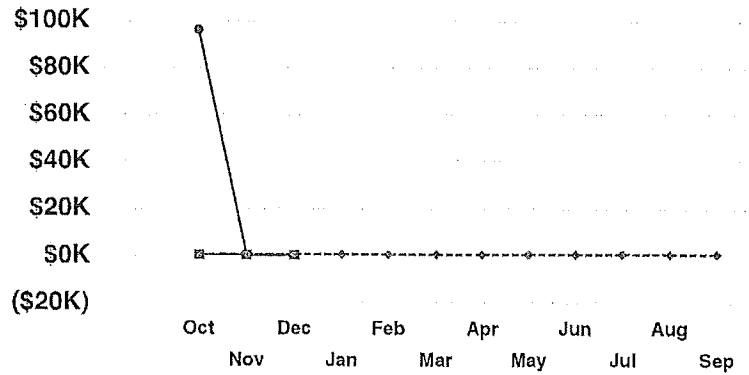


Account Balance Summary

Balance as of 12/09/2023	\$22,926
Receipts	109
Disbursements	0
Balance as of 01/12/2024	\$23,035

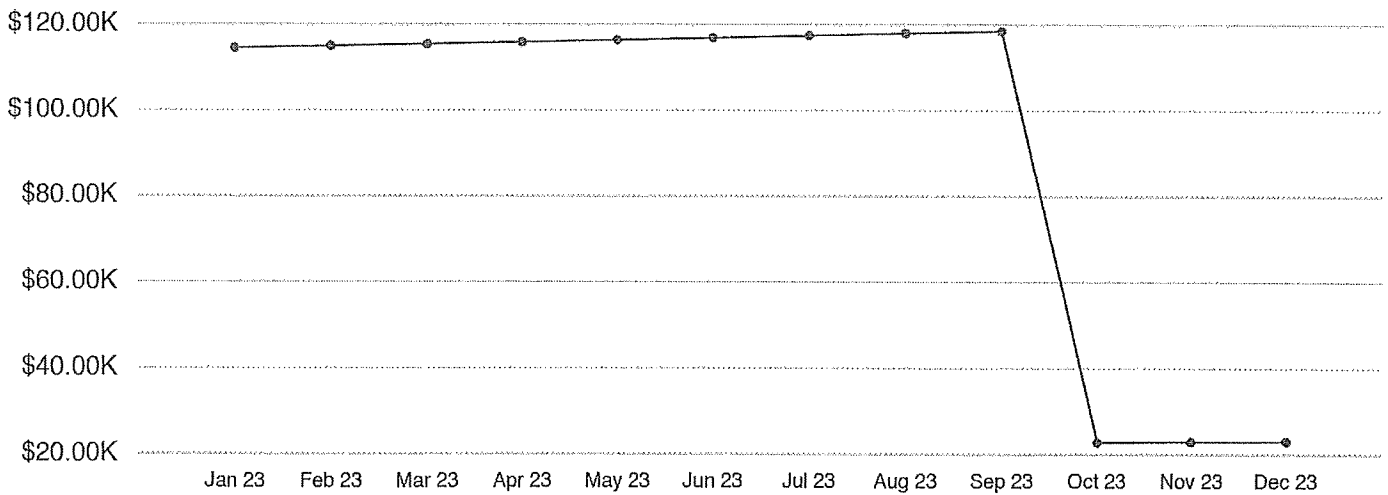
Overall Revenues & Expenditures By Month (Year to Date)

—●— Current Year Revenues - - - - Prior Year Revenues
—■— Current Year Expenditures - - - - Prior Year Expenditures



Account Balance By Month | January 2023 - December 2023

—●— CAPITAL PROJECTS FUND



District Debt Summary as of 01/12/2024

Harris County UD No. 16 - DSF



		WATER, SEWER, DRAINAGE	PARK/ROAD/OTHER	REFUNDING
Total \$ Authorized		Authorized	Authorized	Authorized
\$37.00M		\$37.00M	N/A	\$33.50M
Total \$ Issued		Issued	Issued	Issued
\$33.05M		\$33.05M	N/A	\$1.11M
Yrs to Mat	Rating	\$ Available To Issue	\$ Available To Issue	\$ Available To Issue
24	AA	\$3.96M	N/A	\$32.39M

*Actual 'Outstanding' Refunding Bonds issued below may differ from the 'Issued' total above pursuant to Chapter 1207, Texas Government Code.

Outstanding Debt Breakdown

Series Issued	Original Bonds Issued	Maturity Date	Principal Outstanding
2021 - Refunding	\$4,145,000	2034	\$3,555,000
2020 - WS&D	\$3,750,000	2048	\$3,750,000
2018 - Refunding	\$2,920,000	2037	\$2,760,000
2017 - WS&D	\$6,100,000	2046	\$5,975,000
2015 - WS&D	\$4,575,000	2043	\$4,400,000
2015 - Refunding	\$5,150,000	2034	\$4,740,000
Total	\$26,640,000		\$25,180,000

District Debt Schedule

Harris County UD No. 16 - DSF



Paying Agent	Series	Principal	Interest	Total
Bank of New York	2021 - Refunding	\$0.00	\$44,750.00	\$44,750.00
Bank of New York	2020 - WS&D	\$0.00	\$44,878.13	\$44,878.13
Bank of New York	2018 - Refunding	\$0.00	\$53,800.00	\$53,800.00
Bank of New York	2017 - WS&D	\$0.00	\$108,500.00	\$108,500.00
Bank of New York	2015 - WS&D	\$0.00	\$87,453.13	\$87,453.13
Bank of New York	2015 - Refunding	\$0.00	\$100,725.00	\$100,725.00
Total Due 03/01/2024		\$0.00	\$440,106.26	\$440,106.26

Paying Agent	Series	Principal	Interest	Total
Bank of New York	2021 - Refunding	\$545,000.00	\$44,750.00	\$589,750.00
Bank of New York	2020 - WS&D	\$0.00	\$44,878.13	\$44,878.13
Bank of New York	2018 - Refunding	\$60,000.00	\$53,800.00	\$113,800.00
Bank of New York	2017 - WS&D	\$25,000.00	\$108,500.00	\$133,500.00
Bank of New York	2015 - WS&D	\$25,000.00	\$87,453.13	\$112,453.13
Bank of New York	2015 - Refunding	\$60,000.00	\$100,725.00	\$160,725.00
Total Due 09/01/2024		\$715,000.00	\$440,106.26	\$1,155,106.26

Investment Profile as of 01/12/2024

Harris County UD No. 16

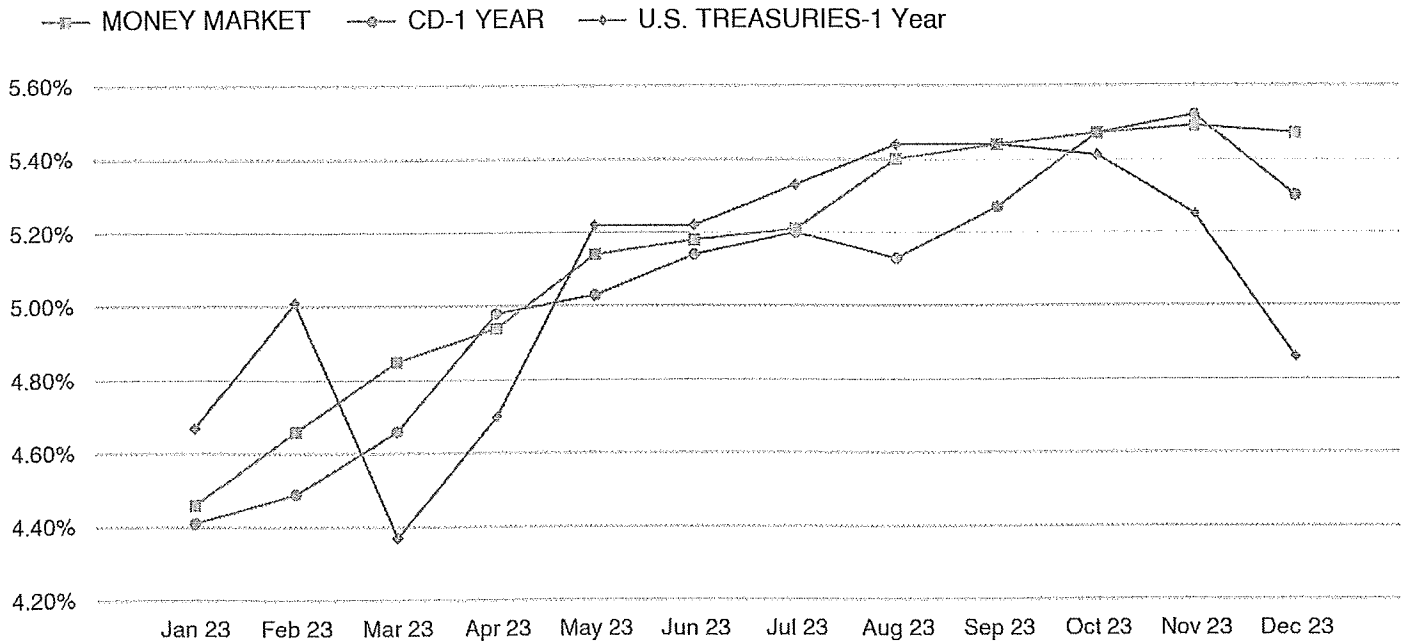


General Operating Fund	Capital Projects Fund	Debt Service Fund	Other Funds
Funds Available to Invest \$2,535,363	Funds Available to Invest \$23,035	Funds Available to Invest \$1,839,563	Funds Available to Invest N/A
Funds Invested \$2,518,985	Funds Invested \$23,035	Funds Invested \$1,839,563	Funds Invested N/A
Percent Invested 99%	Percent Invested 100%	Percent Invested 100%	Percent Invested N/A

Term	Money Market	Term	Certificate of Deposit	Term	U.S. Treasuries
On Demand	5.45%	180 Days	5.43%	180 Days	5.25%
		270 Days	5.42%	270 Days	5.25%
		1 Yr	5.28%	1 Yr	4.82%
		13 Mo	5.15%	13 Mo	N/A
		18 Mo	4.02%	18 Mo	4.82%
		2 Yr	1.99%	2 Yr	4.37%

*Rates are based on the most current quoted rates and are subject to change daily.

Investment Rates Over Time (By Month) | January 2023 - December 2023



Account Balance as of 01/12/2024

Harris County UD No. 16 - Investment Detail



FUND: General Operating

Financial Institution (Acct Number)	Issue Date	Maturity Date	Interest Rate	Account Balance	Notes
Certificates of Deposit					
THIRD COAST BANK, SSB (XXXX1771)	03/15/2023	03/14/2024	4.94%	235,000.00	
VERITEX COMMUNITY BANK (XXXX0523)	04/13/2023	04/12/2024	4.79%	235,000.00	
INDEPENDENT BANK (XXXX5938)	11/09/2023	05/07/2024	5.50%	235,000.00	
WALLIS BANK (XXXX3491)	11/10/2023	11/15/2024	5.65%	235,000.00	
Money Market Funds					
TEXAS CLASS (XXXX0001)	09/30/2008		5.55%	1,578,985.39	
Checking Account(s)					
CENTRAL BANK - CHECKING (XXXX4262)			0.00%	1,410.63	Checking Account
CENTRAL BANK - CHECKING (XXXX4152)			0.00%	14,967.09	Operator
Totals for General Operating Fund				\$2,535,363.11	

FUND: Capital Projects

Financial Institution (Acct Number)	Issue Date	Maturity Date	Interest Rate	Account Balance	Notes
Money Market Funds					
TEXAS CLASS (XXXX0009)	11/24/2020		5.55%	23,034.91	Series 2020
Totals for Capital Projects Fund				\$23,034.91	

FUND: Debt Service

Financial Institution (Acct Number)	Issue Date	Maturity Date	Interest Rate	Account Balance	Notes
Certificates of Deposit					
FRONTIER BANK - DEBT (XXXX2276)	03/20/2023	03/20/2024	4.18%	235,000.00	
Money Market Funds					
TEXAS CLASS (XXXX0002)	09/30/2008		5.55%	1,604,562.71	
Totals for Debt Service Fund				\$1,839,562.71	

Grand Total for Harris County UD No. 16 :

\$4,397,960.73

Capital Projects Fund Breakdown

HARRIS COUNTY UD NO. 16

As of Date 01/12/2024

Net Proceeds for All Bond Issues

Receipts

Bond Proceeds - Series 2020	\$3,750,000.00
Interest Earnings - Series 2020	7,324.40

Disbursements

Disbursements - Series 2020	(3,734,289.49)
-----------------------------	----------------

Total Cash Balance	\$23,034.91
---------------------------	--------------------

Balances by Account

Texas Class - Series 2020	23,034.91
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Total Cash Balance	\$23,034.91
---------------------------	--------------------

Balances by Bond Series

Bond Proceeds - Series 2020	\$23,034.91
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Total Cash Balance	\$23,034.91
---------------------------	--------------------

Remaining Costs/Surplus By Bond Series

Surplus & Interest - Series 2020	\$23,034.91
----------------------------------	-------------

Total Surplus & Interest Balance	\$23,034.91
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Total Remaining Costs/Surplus	\$23,034.91
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Cash Flow Forecast

Harris County UD No. 16

	9/24	9/25	9/26	9/27	9/28
Assessed Value	\$470,164,714	\$470,164,714	\$470,164,714	\$470,164,714	\$470,164,714
Maintenance Tax Rate	\$0.320	\$0.320	\$0.320	\$0.320	\$0.320
Maintenance Tax	\$1,489,500	\$1,489,500	\$1,489,500	\$1,489,500	\$1,489,500
% Change in Water Rate		0.00%	0.00%	0.00%	0.00%
% Change in Wastewater Rate		3.00%	3.00%	3.00%	3.00%
% Change in RWA		10.00%	10.00%	10.00%	10.00%
% Change in Expenses		3.00%	3.00%	3.00%	3.00%
Beginning Cash Balance 09/30/2023	\$2,808,633	\$3,069,298	\$3,276,263	\$3,430,013	\$3,528,951
Revenues					
Maintenance Tax	\$1,489,500	\$1,489,500	\$1,489,500	\$1,489,500	\$1,489,500
Water Revenue	591,000	591,000	591,000	591,000	591,000
Wastewater Revenue	522,700	538,381	554,532	571,168	588,303
RWA Revenue	630,400	693,440	762,784	839,062	922,969
Tap & Inspection Revenue	300	300	300	300	300
Other	251,360	258,901	266,668	274,668	282,908
Total Revenues	\$3,485,260	\$3,571,522	\$3,664,784	\$3,765,699	\$3,874,980
Expenses					
RWA	630,400	693,440	762,784	839,062	922,969
Other Expenses	2,496,230	2,571,117	2,648,250	2,727,698	2,809,529
Total Expenses	\$3,126,630	\$3,264,557	\$3,411,034	\$3,566,760	\$3,732,497
Net Surplus	\$358,630	\$306,965	\$253,750	\$198,938	\$142,482
Capital Outlay					
Capital Outlay	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Bollard Fence	21,000	0	0	0	0
Total Capital Outlay	\$121,000	\$100,000	\$100,000	\$100,000	\$100,000
Construction Surplus	\$23,035	\$0	\$0	\$0	\$0
Ending Cash Balance	\$3,069,298	\$3,276,263	\$3,430,013	\$3,528,951	\$3,571,434
Operating Reserve % of Exp					
Percentage	98%	100%	101%	99%	96%
Number of Months	12	12	12	12	11
Bond Authority					

Remaining Bonding Capacity - \$3,995,000.00

Maintenance Tax Rate Cap - \$0.50

2024 AWBD Mid Winter Conference

Harris CountyUD No.16

Friday, January 19 - Saturday, January 20, 2024

Hyatt Regency Dallas, Dallas TX

Director	Registration			Prior Conference Expenses
Name	Attending	Online	Paid	Paid
Manny Mones	Yes	Yes	Yes	Yes
Marily T. Daniel	Yes	Yes	Yes	Yes
Michele Z. Womack				N/A
Patricia A. Tope	Yes	Yes	Yes	N/A
Susan Wescott	Yes	Yes	Yes	Yes

Note

Register on-line www.awbd-tx.org (For log in assistance, contact Taylor Cavnar: tcavnar@awbd-tx.org)

This page only confirms registration for the conference, not hotel registrations.

All hotel reservations are the sole responsibility of each attendee.

Your conference registration confirmation will contain a housing reservation request web link.

The link will require the registration number from your conference registration before you can reserve a room.

All requests for an advance of funds must be sent via email to the bookkeeper within 30 days of conference.

Registration Dates

Late Registration Begins 12/14/2023 \$530

Cancellation Policy

All cancellations must be made in writing.

A \$50.00 administrative fee is assessed for each conference registration cancelled on or before 12/13/23.

There will be no refunds after 12/13/23.

Housing Information

Hotel reservations are only available to attendees who are registered with AWBD-TX for the Conference.

If you have questions, please call Taylor Cavnar at (281) 350-7090.

RESOLUTION ADOPTING LIST OF QUALIFIED BROKERS AUTHORIZED TO ENGAGE IN INVESTMENT TRANSACTIONS WITH HARRIS COUNTY UTILITY DISTRICT NO. 16

WHEREAS, Harris County Utility District No. 16, (the "District") is a body politic and corporate and a governmental agency of the State of Texas, operating under and governed by the provisions of Chapters 49 and 54 of the Texas Water Code, as amended, and Section 59 of Article XVI of the Texas Constitution; and

WHEREAS, Chapter 2256, Texas Government Code, as amended, requires that the Board of Directors of the District annually review, revise and adopt a list of qualified brokers that are authorized to engage in investment transactions with the District; NOW, THEREFORE,

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF HARRIS COUNTY UTILITY DISTRICT NO. 16 THAT:

Section 1: The Board of Directors of the District hereby adopts the list of financial institutions, brokers and dealers attached hereto as Exhibit "A" as the list of qualified brokers that are authorized to engage in investment transactions with the District.

Section 2: The provisions of this Resolution shall be effective as of its date of approval by the Board of Directors and shall remain in effect until modified by action of the Board of Directors, and any resolution heretofore adopted by the Board of Directors adopting a list of qualified brokers that are authorized to engage in investment transactions with the District shall be and is hereby revoked as of the effective date of this Resolution.

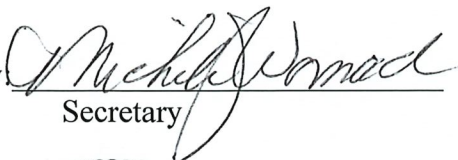
PASSED AND APPROVED this 12th day of January, 2024.

HARRIS COUNTY UTILITY DISTRICT NO. 16

By: 

President

ATTEST:

By: 

Secretary



2024

LIST OF AUTHORIZED BROKERS

ABC Bank	Moody National Bank
Amegy Bank of Texas, N.A.	New First National Bank
American Bank	North Star Bank of Texas
Austin Capital Bank	One West Bank
BB & T	Origin Bank
Bank of America N.A.	PNC Bank/The PNC Financial Services Group, Inc.
Bank of New York- Mellon	Plains Capital Bank
Bank of Texas N.A.	Plains State Bank
Bank of the Ozarks (Bank Ozk)	PrimeBank of Texas
Brenham National Bank	Prosperity Bank
Cadence Bank	R Bank
Capital Bank of Texas	Regions Bank
Capital Markets Group	Simmons Bank
Capital One	SouthStar Bank
Central Bank	Southwest Securities
Chasewood Bank	State Bank of Texas
Citibank N.A.	State Street Bank & Trust Co.
CIT Bank	Stellar Bank
Comerica Bank	Stifel Nicholas
Comerica Securities	Southwestern National Bank
Commercial State Bank	Sunflower Bank
Community Trust Bank	Susser Bank
Coastal Securities	Tex Star Investment Pool
East West Bank	Texas Capital Bank N.A.
First Bank of Texas	Texas Class
First Citizens Bank	Texas Citizens Bank
First Financial Bank, N.A.	Texas Exchange Bank
First Lockhart National Bank	Texas First Bank
First National Bank of Texas	Texas Gulf Bank
First Texas Bank	Texas Regional Bank
Frontier Bank of Texas	The Independent Bankers Bank
Frost National Bank	The Mint National Bank
Guaranty Bank & Trust	Texas Savings Bank
Hancock Whitney Bank	Texpool/Texpool Prime
Herring Bank	The Right Bank for Texas
Hometown Bank, N.A.	Third Coast Bank
Horizon Bank	Trustmark National Bank
Iberia Bank	United Bank of El Paso Del Norte
ICS	United Texas Bank
Independent Bank	Unity National Bank
International Bank of Commerce	U. S. Bank
Inter National Bank	Veritex Bank
IntraFi Network Deposits	Wallis Bank
JP Morgan Chase	Wells Fargo Bank, N.A.
Legacy Texas Bank	Wells Fargo Brokerage Services, LLC
Lone Star Bank	Wells Fargo Trust
Lone Star Capital Bank	West Star Bank
Lone Star Investment Pool	Woodforest National Bank



Harris County U.D. #16
Managers Report for the Month of
November 2023
Board Meeting 1/12/2024

Submitted by:

Tina Felkai
Account Manager





H.C.U.D. #16 EXECUTIVE SUMMARY

November 2023

Previous Meeting Action Item Status

Item	Location	Description	Status
Pull Screw Motor and Determine Issue	WWTP	Remove screw motor at bar screen and determine issue	Postponed
Replace Booster Pump 4	Water Plant	Replace Booster Pump 4 at Water Plant	Installed, finalizing in progress
Install Probe box, Probes, Compressor Selector Switch	Water Plant	Install probe box, probes, selector switch for compressor	In Progress
Fire Hydrant Repairs	District Area	Various repairs identified during annual fire hydrant	In Progress
Replacment of Sampler Refrigeration Unit	WWTP	Sampler refrigeration unit has failed and needs to be	In Progress

Current Items Requiring Board Approval

Item	Location	Description	Status/Est. Cost
Payment/Adjustment plan requests	District Area		Discuss/Approve

Compliance Summary:

- Water Distribution-Monthly Bacteriological Samples were taken throughout the district: *6 samples collected all negative.*
- Current Annual Avg. CL₂ Res : 1.99 mg/l
- Wastewater Collection – All Compliant
- Water Production – All Compliant
- Wastewater Treatment – All Compliant

Operations Summary:

Potable Water Production

- Total water Billed for the month : 12,616,000 gallons
- Total water Pumped for the month: 12,093,000 gallons
- Purchased from MUD 221: 0 Gallons
- Accountability : 105.23%

Potable Water Distribution

Sanitary Sewer Collection

Customer Care

- Delinquent letters mailed 359 (10-27-23)
- Delinquent tags hung 184 (11-13-23)
- Disconnects for Non-Payment 42 (11-27-23)
- Consideration to write off \$24.00
- Consideration to collections \$5,157.40

HARRIS COUNTY U.D. #16
*Operations & Maintenance for the month of
November 2023*

OPERATIONS EXPENSES	November 2023
BASIC OPERATIONS	\$21,301.68
WATER TAPS NO. o RESIDENTIAL / o COMMERCIAL	\$0.00
SEWER TAPS NO. o RESIDENTIAL / o COMMERCIAL	\$0.00
BUILDER LOT INSPECTIONS	\$0.00
FINAL BUILDER LOT INSPECTIONS	\$0.00
WATER PLANT MAINTENANCE	\$10,636.64
WATER LINE MAINTENANCE	\$16,178.34
SEWER PLANT MAINTENANCE	\$18,534.38
SEWER LINE MAINTENANCE	\$68.66
LIFT STATION MAINTENANCE	\$1,487.09
STORM SEWER MAINTENANCE	\$0.00
TEMPORARY METER MAINTENANCE	\$0.00
ADMINISTRATIVE	\$150.10
CREDIT	\$0.00
TOTAL AMOUNT INVOICED	\$68,356.89

FINANCIAL RECAP REPORT	
LAST MONTH RECEIVABLES	\$203,940.56
ADJUSTMENTS	\$6,686.27
PAYMENTS	(\$172,652.94)
CURRENT BILLING	\$143,151.20
TOTAL	\$183,184.14

ARREARS BREAKDOWN	
CURRENT	\$143,151.20
30 DAYS	\$34,547.61
60 DAYS	\$1,218.38
90 DAYS	\$4,225.61
120 DAYS	\$11,379.55

BUILDER DAMAGE RECEIVABLES						
	CURRENT	30-60 DAYS	60-90 DAYS	OVER 90		TOTAL
LONGLAKE	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
VERONICA RUIZ	\$0.00	\$0.00	\$0.00	\$69.80		\$69.80
TOTAL	\$0.00	\$0.00	\$0.00	\$0.00		\$69.80

TAP ACTIVITIES		
WATER TAP FEES	o RESIDENTIAL / o COMM	\$0.00
SEWER TAP FEES	o RESIDENTIAL / o COMM	\$0.00
SEWER INSPECTIONS	o RESIDENTIAL / o COMM	\$0.00
PRESITE/FAC/CSI	o PRESITE / o FAC / o CSI	\$0.00
ADDITIONAL TAP FEE	o RESIDENTIAL / o COMM	\$0.00
2" X LONG TAP AND METER	o RESIDENTIAL / o COMM	\$0.00
1" LONG IRRIGATION TAP & METER	o RESIDENTIAL / o COMM	\$0.00
1" SHORT IRRIGATION TAP & METER	o RESIDENTIAL / o COMM	\$0.00
SANITARY SEWER INSPECTION	o RESIDENTIAL / o COMM	\$0.00
STORM SEWER INSPECTION	o RESIDENTIAL / o COMM	\$0.00
CUSTOMER SERVICE INSPECTION	o RESIDENTIAL / o COMM	\$0.00
SITE SURVEYS	o RESIDENTIAL / o COMM	\$0.00
ST PLAN REVIEW FEE	o RESIDENTIAL / o COMM	\$0.00
ENGINEER REVIEW FEE	o RESIDENTIAL / o COMM	\$0.00
BLD DEPOSIT	o RESIDENTIAL / o COMM	\$0.00
DISTRICT TAP FEES	o RESIDENTIAL / o COMM	\$0.00
GREASE TRAP INSPECTIONS	o RESIDENTIAL / o COMM	\$0.00
NUMBER OF WATER CONNECTIONS BILLED		2046
NUMBER OF SEWER CONNECTIONS		2018

HARRIS-GALVESTON COASTAL SUBSIDENCE DISTRICT				
H.G.C.S.D. PERMIT PERIOD	June 1, 2023	THROUGH	May 31, 2024	
GALLONS PUMPED FOR THE MONTH OF	November 2023		12,699,000	GALLONS
PERMITTED WITHDRAWAL			160,000,000	GALLONS
YEAR TO DATE WITHDRAWAL			92,887,000	GALLONS
AMOUNT REMAINING ON PERMIT			67,113,000	GALLONS
MONTHS REMAINING ON H.G.C.S.D. PERMIT			6	MONTH

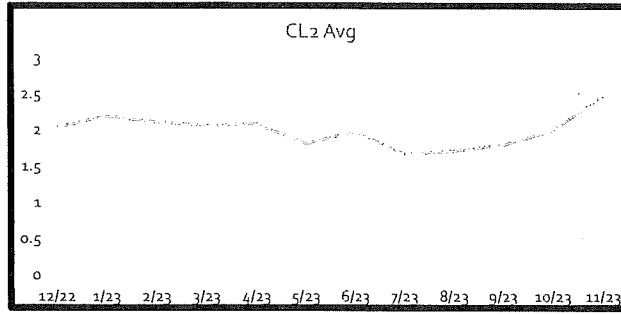
WATER PRODUCTION AND QUALITY

Water Quality Report - Disinfection Monitoring

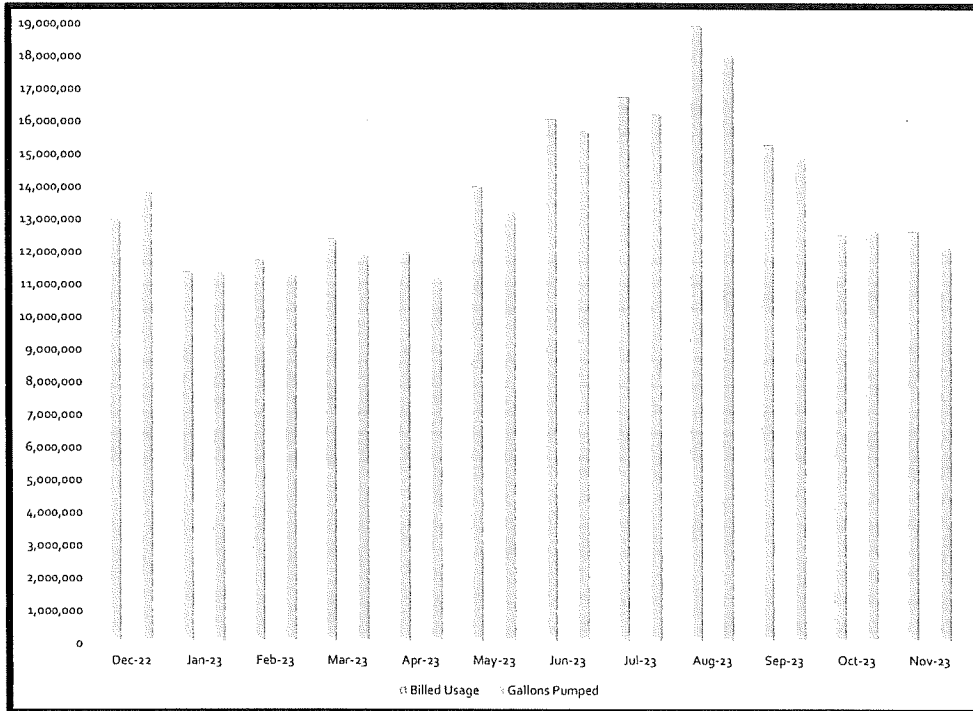
Annual Average 1.99

Monthly Average

Date	CL2 Avg
12/22	2.03
1/23	2.19
2/23	2.11
3/23	2.06
4/23	2.08
5/23	1.81
6/23	1.98
7/23	1.67
8/23	1.71
9/23	1.79
10/23	1.99
11/23	2.48



NOVEMBER 2023



Water Accountability Report Historical

Report Date	Billing Dates	# of Connections	Billed Usage	Sold	Flushed/ Loss	Purchased IC	Gallons Pumped	Accountability %
Dec-22	12-9-22 / 1-9-23	2036	12,999,000	0	233,750	0	13,839,000	95.62%
Jan-23	1-10-23 / 2-7-23	2045	11,381,000	0	627,400	0	11,333,000	105.96%
Feb-23	2-8-23 / 3-8-23	2045	11,740,000	0	235,500	0	11,265,000	106.31%
Mar-23	3-9-23 / 4-6-23	2050	12,388,000	0	426,250	0	11,882,000	107.85%
Apr-23	4-7-23 / 5-5-23	2044	11,981,000	0	887,200	0	11,204,000	114.85%
May-23	5-6-23 / 6-7-23	2050	13,997,000	0	496,000	0	13,196,000	109.83%
Jun-23	6-8-23 / 7-10-23	2053	16,060,000	0	492,000	0	15,690,000	105.49%
Jul-23	7-11-23 / 8-8-23	2050	16,740,000	0	590,200	0	16,192,000	107.03%
Aug-23	8-9-23 / 9-7-23	2052	18,923,000	0	281,000	0	17,999,000	106.69%
Sep-23	9-8-23 / 10-9-23	2051	15,276,000	0	227,448	0	14,843,000	104.45%
Oct-23	10-10-23 / 11-6-23	2048	12,503,000	0	601,000	0	12,621,000	103.83%
Nov-23	11-7-23 / 12-6-23	2046	12,616,000	0	110,000	0	12,093,000	105.23%



Harris County U.D. #16

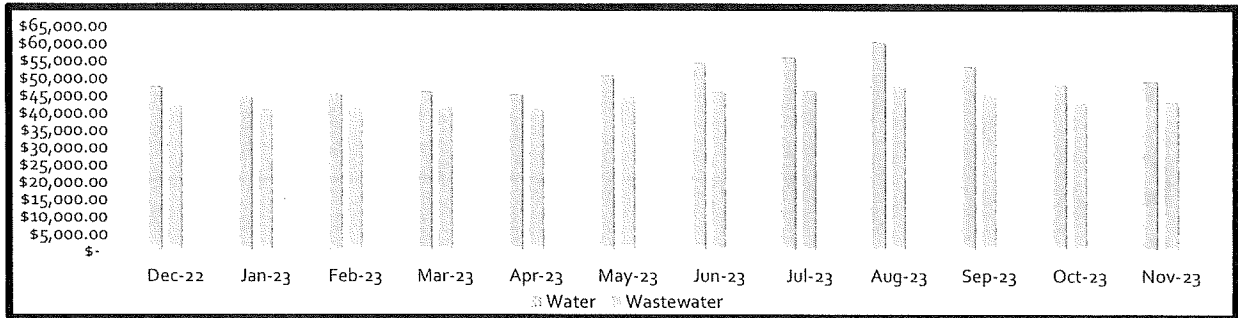
November 2023

Bacteriological Data

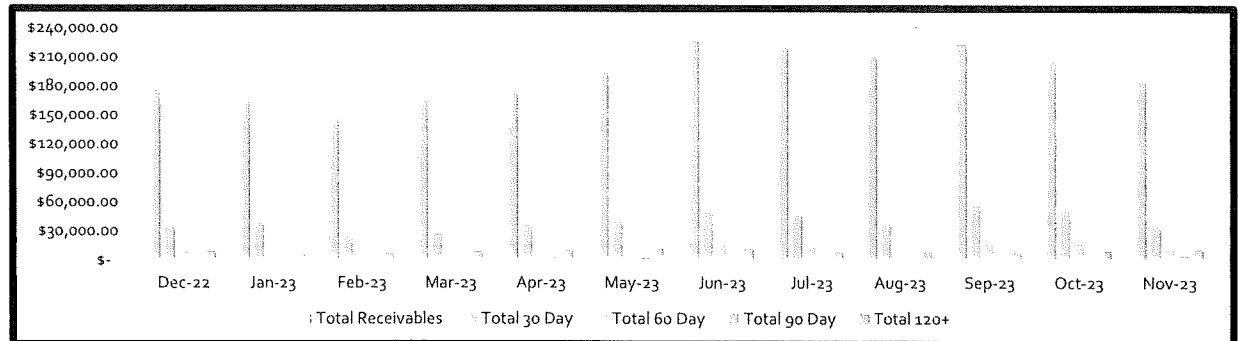
Sample ID	PWSID	PWS Name	Sample Site	County	Collection Date	Collection Time	Collector	Analysis Time	System Type	Sample Type	Source	Chlorine mg/L	Total Coliform	E. coli
11231271	1013156	HC UD 16	20627 Fernbush	Harris	11/8/2023	8:21	JCG	16:40	Public	Distribution	Well	1.62	not found	not found
11231272	1013156	HC UD 16	1315 N Plaza East	Harris	11/8/2023	8:26	JCG	16:40	Public	Distribution	Well	1.69	not found	not found
11231273	1013156	HC UD 16	20514 Northbriar	Harris	11/8/2023	8:33	JCG	16:40	Public	Distribution	Well	1.6	not found	not found
11231274	1013156	HC UD 16	1319 Century Plaza	Harris	11/8/2023	8:41	JCG	16:40	Public	Distribution	Well	1.68	not found	not found
11231275	1013156	HC UD 16	20120 Plaza East -GST	Harris	11/8/2023	8:49	JCG	16:40	Public	Distribution	Well	1.66	not found	not found
11232157	1013156	HC UD 16	20627 Fernbush	Harris	11/14/2023	9:47	AH	15:35	Public	Distribution	Well	2.35	not found	not found
11232169	1013156	HC UD 16	18503 Apple Bud Ct	Harris	11/14/2023	11:52	AH	15:35	Public	Distribution	Well	2.11	not found	not found

Description	Nov-22	Nov-23
Number of Water Accounts Billed	2039	2046
Number of Sewer Accounts Billed	2017	2018
Avg. Water Use for Accounts Billed in gallons	\$ 5,929	\$ 6,346
Total Billed	\$ 126,024	\$ 14,151
Total Aged Receivables	\$ 32,291	\$ 42,033
Total Receivables	\$ 158,314	\$ 183,184

12 Billing Month History by Category



12 Month Accounts Receivable and Collections Report



Date	Total Receivables	Total 30 Day	Total 60 Day	Total 90 Day	Total 120+
Dec-22	\$ 175,229.07	\$ 34,608.68	\$ 10,420.80	\$ 1,472.77	\$ 9,385.25
Jan-23	\$ 162,578.50	\$ 38,061.19	\$ 7,848.56	\$ 2,373.43	\$ 5,769.65
Feb-23	\$ 145,476.53	\$ 23,339.89	\$ 5,033.02	\$ 2,294.49	\$ 6,995.72
Mar-23	\$ 165,078.40	\$ 26,419.44	\$ 6,959.14	\$ 3,751.81	\$ 8,596.45
Apr-23	\$ 171,078.93	\$ 35,179.51	\$ 7,155.88	\$ 2,839.38	\$ 10,152.00
May-23	\$ 193,517.84	\$ 39,213.34	\$ 8,511.06	\$ 2,140.06	\$ 11,972.54
Jun-23	\$ 225,868.65	\$ 48,903.02	\$ 16,164.63	\$ 1,914.30	\$ 11,769.13
Jul-23	\$ 219,707.60	\$ 45,461.11	\$ 13,379.45	\$ 2,165.60	\$ 8,394.19
Aug-23	\$ 209,697.79	\$ 38,877.29	\$ 4,254.09	\$ 1,454.56	\$ 8,388.96
Sep-23	\$ 222,218.59	\$ 55,911.69	\$ 18,002.12	\$ 2,401.21	\$ 8,135.73
Oct-23	\$ 203,940.56	\$ 50,586.27	\$ 19,181.24	\$ 2,767.77	\$ 9,694.02
Nov-23	\$ 183,184.14	\$ 34,547.61	\$ 12,218.38	\$ 4,225.61	\$ 11,379.55

Board Consideration to Write Off	\$24.00	11/21/2024
Board Consideration Collections	\$5,157.40	11/21/2024
Delinquent Letters Mailed	359	10/27/2024
Delinquent Tags Hung	184	11/3/2024
Disconnects for Non Payment	42	11/27/2024

HARRIS COUNTY U.D. #16
MAJOR MAINTENANCE SUMMARY
November 2023

LIFT STATION

SEWER PLANT MAINTENANCE

1. Purchase Chemicals for Sewer Treatment Plant; Nov 23

Cost: \$ 6,815.50
2. Purchase Laboratory Services for Sewer Treatment Plant; Nov 23

Cost: \$ 1,368.00
3. General Repair of a Sewer Treatment Plant Asset; pull and clean lift pumps

Cost: \$ 1,530.67
4. Six Month Mechanical Lubrication PM (Mechanical); Sched#: 1236 SchedType: MECH DateSched: 11/01/23

Cost: \$ 1,593.30

SEWER MAINTENANCE

WATER MAINTENANCE

1. Billing Turn Off Multi-Address WO See Bulk Accounts tab for list of Addresses

Cost: \$ 1,201.62
2. Purchase Subcontracted Services for Construction; E ZAVALA LANDSCAPING - EST 783 - Sidewalk repair
Remove haul off and replace Level and sod

Cost: \$ 4,884.00
3. Purchase Subcontracted Services for Construction; Wright Solutions LLC - ATF Invoice 32459 - Long service
line leak

Cost: \$ 1,401.89
4. Purchase Subcontracted Services for Construction; E ZAVALA LANDSCAPING - EST 769 - SIDEWALK
REPAIR, LEVLE AND SOD

Cost: \$ 2,704.50

WATER PLANT MAINTENANCE

1. Purchase Chemicals for Water Plant; Nov 23

Cost: \$ 5,850.00

PERMITEE NAME/ADDRESS (include Fac Name / Location if Different)

HARRIS COUNTY UD #16
 HARRIS COUNTY UD #16
 ADDRESS

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM
 DISCHARGE MONITORING REPORT

MINOR
 F - FINAL

TX0091481
 PERMIT NO. DISCHARGE NO.

001 B

DOMESTIC FACILITY-001
 EFFLUENT
 *** NO DISCHARGE [] ***

MONITORING PERIOD

FROM 11 01 23 TO 11 30 23
 MO DAY YR MO DAY YR

FACILITY HARRIS COUNTY UD #16 WWTF
 LOCATION HOUSTON TX 77056

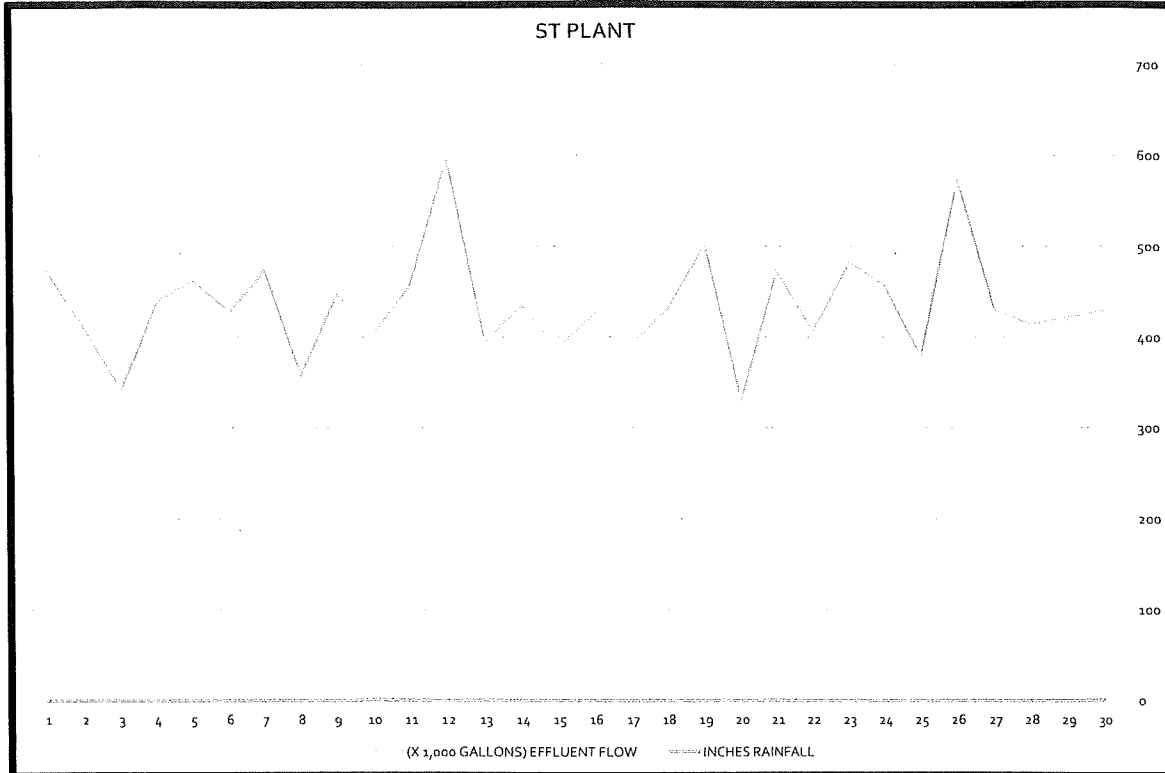
NOTE: Read Instructions before completing this form.

PARAMETER	QUANTITY OR LOADING			QUALITY OR CONCENTRATION			NO EX	Frequency of Analysis	Sample Type
	AVG	MAX	UNITS	MIN	AVG	MAX			
OXYGEN, DISSOLVED (DO)	*****	*****	*****	7.05	*****	*****	0	Weekly	GRAB
00300 1 0 0 EFFLUENT GROSS VALUE	*****	*****	*****	4	*****	*****	0	WEEKLY	GRAB
PH	*****	*****	*****	6.70	*****	7.30	0	Weekly	GRAB
00400 1 0 0 EFFLUENT GROSS VALUE	*****	*****	*****	6.0	*****	9.0	2/MON	GRAB	GRAB
SOLIDS, TOTAL SUSPENDED	<10.2	*****	(26)	MINIMUM	<2.86	9.10	0	Weekly	COMP
00530 1 0 0 EFFLUENT GROSS VALUE	63	*****	LBS/DY	*****	15	40	0	WEEKLY	COMP
NITROGEN, AMMONIA TOTAL (AS N)	<1.23	*****	(26)	*****	<0.320	0.900	0	Weekly	COMP
00610 1 0 0 EFFLUENT GROSS VALUE	13	*****	LBS/DY	*****	3	10	0	WEEKLY	COMP
FLOW, IN CONDUIT OR THRU TREATMENT PLANT	0.435	*****	(03)	*****	*****	*****	0	99/99	TM
50050 1 0 0 EFFLUENT GROSS VALUE	0.50	REPORT	MGD	*****	*****	*****	0	CONT	TOTALZ
CHLORINE, TOTAL RESIDUAL	*****	*****	*****	2.30	*****	3.74	0	01/01	GRAB
50060 1 0 0 EFFLUENT GROSS VALUE	*****	*****	*****	1.0	*****	4.0	0	DAILY	GRAB
E. COLI GENERAL	*****	*****	(13)	*****	<2.00	<2.00	0	1/Month	GRAB
51040 1 0 0 EFFLUENT GROSS VALUE	*****	*****	100ML	*****	63	200	0	1/MO.	GRAB
BOD, CARBONACEOUS 05 DAY, 20C	<10.9	*****	(26)	*****	<2.98	4.90	0	Weekly	COMP
80082 1 0 0 EFFLUENT GROSS VALUE	42	*****	LBS/DY	*****	10	25	0	WEEKLY	COMP

WASTEWATER PRODUCTION AND QUALITY

Wastewater Flows

NOVEMBER 2023



Sewer Treatment Plant Summary

Permit Information	Permit Number	Expiration Date
T.C.E.O. PERMIT	WQ0012614-001	02/01/23
N.P.D.E.S.	TX0091481	

Permit	Permit Parameter	Measured Value	Excursion	
	MINIMUM DISSOLVED OXYGEN (D.O.)	4.000 MG/L	7.030 MG/L	NO
	MINIMUM P.H.	6.0 SU	6.7 SU	NO
	MAXIMUM P.H.	9.0 SU	7.3 SU	NO
	AVERAGE PERMITTED FLOW	0.500 M.G.D.	0.435 M.G.D.	NO
	AVERAGE PERMITTED B.O.D.	10.0 MG/L	3.0 MG/L	NO
	AVERAGE PERMITTED T.S.S.	15.0 MG/L	2.9 MG/L	NO
	AVERAGE PERMITTED AMONIA NH ₃	3.00 MG/L	0.32 MG/L	NO
	MINIMUM CL ₂ RESIDUAL	1.00 MG/L	2.3 MG/L	NO
	MAXIMUM FINAL CL ₂ RESIDUAL	4.00 MG/L	3.74 MG/L	NO
	AVERAGE PERMITTED ECOLI	63.00 MG/L	2.0 MG/L	NO
	AVERAGE PERMITTED DAILY MAX ECOLI	200.00 MG/L	2.0 MG/L	NO



Harris County U.D. #16

District Call Report

11/1/2023 - 11/30/2023

DISPOSITION	NUMBER OF CALLS	PERCENTAGE
Account Updates	52	24.76%
Adjust Requests	0	0.00%
Billing Inquiries/Disputes	65	30.95%
Board Related Questions	0	0.00%
Call Back No Answer	3	1.43%
Cancel Services	6	2.86%
Delinquency	30	14.29%
Other Department	1	0.48%
Payment	28	13.33%
Payment Plan	0	0.00%
Portal Assistance	1	0.48%
Service Problem	4	1.90%
Smart Meter Inquiries	0	0.00%
Start Service	19	9.05%
Tap	0	0.00%
Trash Inquiry	0	0.00%
Water Quality Concern	0	0.00%
Work Order	1	0.48%
TOTAL	210	100.00%

Harris County U.D. #16

November 2023

InfraSMART (Scheduled Maintenance Asset Reliability Tracker)

Sched #	District	Asset ID	Asset Description	Asset Address	Activity Code	Activity Description	Interval	Last Comp	Next Sched
10553	HC16	HC16-GRSTRPCHEVRON1	GREASE TRAP CHEVRON-CHEVRON	802 E Airtex Dr @ Imperial Valley Dr	INGREASCOM	Monthly Grease Trap Inspections - Commercial	1-M	1/5/2024	2/1/2024
4686	HC16	HC16-LS3	Harris County UD # 16 - Lift Station # 3	19022 1/2 W Hardy Rd	MTXCCCOM	Cellular Communications Monthly Service Fee	1-M	12/12/2023	1/1/2024
1477	HC16	HC16-SP1	Harris County UD # 16 - Sewer Treatment Plant # 1	20631 1/2 Fernbush Dr	PMFLWMTR	Flow Meter PM (Calibration) must verify work type	3-M	1/5/2024	2/1/2024
5310	HC16	HC16-SP1	Harris County UD # 16 - Sewer Treatment Plant # 1	20631 1/2 Fernbush Dr	PM6MVIB	Six Month Vibration Analysis PM (Mechanical) must verify work type	6-M	12/15/2023	6/1/2024
9179	HC16	HC16-SP1	Harris County UD # 16 - Sewer Treatment Plant # 1	20631 1/2 Fernbush Dr	SPWTR	Winterize a Sewer Treatment Plant	12-M	12/5/2023	10/31/2024
11253	HC16	HC16-SP1-SAMPA1	HC16-SP1-SAMPA1 is Automatic Sampler # 1 (SAMPA1) for Sewer Treatment Plant # 1 (SAMPA1) in Harris County UD # 16 (HC16)	20631 1/2 Fernbush Dr	PM3MASPLR	Three Month Auto Sampler PM (Calibration) must verify work type	3-M	1/3/2024	4/1/2024
1348	HC16	HC16-WP1	Harris County UD # 16 - Water Plant # 1	21020 Plaza E Blvd	PM6MVIB	Six Month Vibration Analysis PM (Mechanical) must verify work type	6-M	12/26/2023	6/1/2024
7322	HC16	HC16-WP1	Harris County UD # 16 - Water Plant # 1	21020 Plaza E Blvd	PM1MGENLD	One Month Generator Load Test PM (Mechanical) must verify work type	1-M	12/15/2023	2/1/2024
9180	HC16	HC16-WP1	Harris County UD # 16 - Water Plant # 1	21020 Plaza E Blvd	WPWTR	Winterize a Water Plant	12-M	12/5/2023	10/31/2024
9181	HC16	HC16-WP1-WELL1	HC16-WP1-WELL1 is Well # 1 (WELL1) for Water Treatment Plant # 1 (WP1) in Harris County UD # 16 (HC16)	21020 Plaza E Blvd	WPWTR	Winterize a Water Plant	12-M	12/5/2023	10/31/2024

INTERCONNECT USAGE HARRIS COUNTY UD 16

MONTH & YEAR NOVEMBER 2023 2016-2019	WATER RECEIVED FROM 221	WATER SUPPLIED TO 221	BALANCE
TOTALS	97,354,000	98,978,000	1,624,000
Jan-16 (1-9-16/1-12-16)		1,218,000	1,218,000
Nov-16 (11-30-16/12-7-16)	2,842,000		(2,842,000)
Aug-17 (8-9-17/8-19-17)	440,000		(440,000)
Sept-19 (9-19-19/9-30-19)		6,174,000	6,174,000
Oct-19 (10-1-19/10-10-19)	4,448,000		(4,448,000)
Oct-19 (10-22-19/10-24-19)	600,000	1,712,000	1,112,000
			0
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			0
			0
			0
TOTALS	105,684,000	108,082,000	2,398,000

Burke Engineering, LLC

Civil Consulting & Design

TBPE Firm No. F- 17279
10590 Westoffice Drive, Suite 125
Houston, Texas 77042
713-828-5553
cburke@burke-eng.com

ENGINEERING REPORT HARRIS COUNTY UTILITY DISTRICT No. 16 January 2024

23-001
1/12/2024

1. 70 Acre Development
 - A. Holigan Development
 - 1) Still working on the last deed release.

2. Water System
 - A. Interconnect with North Green MUD
 - 1) Attorney working on the agreement.
 - 2) Holding design until agreement is in place.
 - 3) Estimated cost – \$180,000, plus contingencies & engineering.

3. Water Plant
 - A. Hydro Tank No. 1 Replacement
 - 1) In drafting.

 - B. Hydro Tank No. 2 Coatings
 - 1) CFG Industries, Inc., \$31,500.00
 - 2) Contracts.

4. Trespassing and Dumping
 - A. Bollard Fencing
 - 1) Preventive Services, LP - \$21,000.00
 - 2) Spoke to Shawn Graham of the Meadowview Farms HOA and explained what we are doing.
 - 3) Once we have the signed agreement, we will authorize the contractor.

5. Utility Requests
 - A. None

6. Other Items
 - A. MVF4 Storm Sewer Repair
 - 1) Sent request to HC Precinct 1 to repair storm sewer off Grayford Ct.
 - 2) Field rep to check on activity, if any.

CENTRAL HARRIS COUNTY REGIONAL WATER AUTHORITY

MEMORANDUM

VIA ELECTRONIC MAIL AND REGULAR MAIL

To: Member Districts of the
Central Harris County Regional Water Authority

From: Central Harris County Regional Water Authority ("Authority")

Date: December 6, 2023

Re: Notice of 2024 Appointment Process for Directors of the Authority

The Board of Directors ("Board") of the Central Harris County Regional Water Authority is composed of five (5) Directors who serve staggered four-year terms, two of which expire May 15, 2024. This Memorandum sets out the process for appointing Directors to the positions that expire May 2024, pursuant to Section 8815.055 of the Texas Special District Local Laws Code (the "Code").

DIRECTOR POSITIONS

The Board is made up of two (2) At-Large Directors that are appointed by all Member Districts, and three (3) Directors that each represent a specific single-member Director Precinct.

Director Precincts. The single-member Director Precincts are as follows:

- Director Precinct No. 1 includes the territory contained in Harris County Municipal Utility District Nos. 33 and 215, Fallbrook Utility District, and Rankin Road West Municipal Utility District.
- Director Precinct No. 2 includes the territory contained in Harris County Municipal Utility District Nos. 150, 217 and 304.
- Director Precinct No. 3 includes the territory contained in Harris County Municipal Utility District Nos. 200, 205, and 399, as well as Harris County Utility District No. 16.

Expiring Terms. The terms of the following Director positions expire May 15, 2024:

<u>Director Position</u>	<u>Currently Held By</u>
Director Precinct No. 2	David Granadino
At-Large (Position No. 1)	Julian F. Boddy

ELIGIBILITY REQUIREMENTS

In General. To be eligible to serve as a Director on the Board or to be listed on a ballot as a candidate for Director on the Board, an individual must:

- (i) be at least 18 years of age;
- (ii) be a resident of the State of Texas;
- (iii) own land in or be a qualified voter within the Authority; and
- (iv) have served as a director of one or more districts for a total of at least two years.

Director Precincts. To be eligible to serve as a Director representing a Director Precinct or to be listed on a ballot as a candidate for Director representing a Director Precinct, in addition to satisfying the general requirements above, an individual must own land or be a qualified voter within that Director Precinct.

Prohibition Against Holding Dual Offices. Please note that any candidate currently serving on the board of directors of another district will be required to resign from such position if appointed to the Authority's Board of Directors.

SELECTION PROCEDURES

The following summarizes how Directors are appointed to the Board. The appointment process may be broken down roughly into three stages: the nomination stage, the balloting stage, and the voting and canvassing stage.

A. The Nomination Stage.

Director Precinct Directors. The governing body of each Member District in Director Precinct No. 2 may nominate one candidate for the position of Director for Director Precinct No. 2 by resolution, and submit the name of its candidate, if any, to Margaret L. Cox, President of the Board of Directors of the Authority, c/o Abraham Rubinsky, Schwartz, Page & Harding, L.L.P., 1300 Post Oak Boulevard, Suite 2400, Houston, Texas 77056, Fax (713) 623-6143 by *February 15, 2024*.

At-Large Directors. The governing body of each Member District in the Authority may nominate one candidate for the At-Large Director position by resolution, and submit the name of

its candidate, if any, to Margaret L. Cox, President of the Board of Directors of the Authority, c/o Abraham Rubinsky, Schwartz, Page & Harding, L.L.P., 1300 Post Oak Boulevard, Suite 2400, Houston, Texas 77056, Fax (713) 623-6143 by *February 15, 2024*.

Sample Resolution. To assist you in the nomination process, we have attached a suggested form of resolution for the nomination of a candidate to the Board of the Authority. Note that an individual may not be listed as a candidate on the ballot for more than one Director position, *e.g.*, for a Director Precinct position and an At-Large Director position. If a candidate is nominated for more than one Director position, the candidate must choose to be on the ballot for only one position for which he or she was nominated.

B. The Balloting Stage.

Undisputed Candidates. If by *February 15, 2024*, only one candidate's name is submitted for a particular Director position, the Board may declare the unopposed candidate elected and may cancel the remaining appointment procedures with respect to that position. Otherwise, the appointment process continues as follows.

Determining the Number of Votes. The Board must determine the number of votes each Member District may cast during At-Large and Director Precinct voting. For At-Large voting, the number of votes a Member District may cast is equal to the number computed by dividing the total number of units of water, as determined by the Board, used within the Member District during the calendar year preceding the year in which the Director is to be appointed by the total number of units of water used by all Member Districts in the Authority during the same period, multiplying that quotient by 100, and rounding that result to the nearest one-tenth. Similarly, for the Director Precinct No. 2 voting, the number of votes the Member Districts within Director Precinct No. 2 may cast is equal to the number computed by dividing the total number of units of water, as determined by the Board, used within the Member District during the calendar year preceding the year in which the Director is to be appointed by the total number of units of water used by all Member Districts in the respective Director Precinct during the same period, multiplying that quotient by 100, and rounding that result to the nearest one-tenth. The Board will provide the board of directors of each Member District written notice of the number of votes which that Member District body may cast during voting.

Director Precinct No. 2 Ballots. If more than one candidate's name is submitted for the position of Director for Director Precinct No. 2, before *March 15, 2024*, the Board shall prepare a ballot listing all of the candidates for the Director Precinct No. 2 position. The Board shall provide a copy of the ballot to the presiding officer of the governing body of each Member District located within Director Precinct No. 2.

At-Large Director Ballots. If more than one candidate's name is submitted for the At-Large Director position, before *March 15, 2024*, the Board shall prepare a ballot listing all of the candidates for the At-Large Director position and provide a copy of the ballot to the presiding officer of the governing body for each Member District.

C. Voting and Canvassing.

Voting. The governing body of each Member District determines its votes for Director by resolution and must submit them to the President of the Board of Directors of the Authority before *May 1, 2024*. The governing body of each Member District may vote for only one candidate for the Director Precinct position (if applicable) and for one candidate on the At-Large position ballot. "Vote pooling" is not allowed.

Canvassing. The Board will canvass the votes and declare the winners. The Board will submit the results to the governing body of each Member District before *May 15, 2024*.

Please do not hesitate to contact Abraham Rubinsky, attorney for the Authority, at (713) 623-4531, if you have any questions or comments regarding the Director Appointment Process.

697913

RESOLUTION OF THE BOARD OF DIRECTORS OF
[NAME OF MEMBER DISTRICT]
NOMINATING A CANDIDATE FOR A
POSITION ON THE BOARD OF DIRECTORS OF THE
CENTRAL HARRIS COUNTY REGIONAL WATER AUTHORITY

WHEREAS, certain Member Districts of the Central Harris County Regional Water Authority have the right to nominate one person to the Board of Directors of the Central Harris County Regional Water Authority for a term of office commencing on May 15, 2024, and extending through May 15, 2028; and

WHEREAS, the District is located within the Central Harris County Regional Water Authority's Director Precinct No. ____; and

WHEREAS, the Board of Directors of the District desires to exercise its right to nominate a candidate for the [Director Precinct No. 2][At-Large Director Position] on said Board of Directors. Now, Therefore,

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF [NAME OF MEMBER DISTRICT]:

Section 1: That the facts and recitations set forth in the preamble of this resolution be, and they are hereby, adopted, ratified, and confirmed.

Section 2: That [Name of Candidate], [Address, Zip Code, and Phone Numbers of Candidate], be, and he or she is hereby, nominated by the District for the aforementioned position on the Board of Directors of the Central Harris County Regional Water Authority for a four-year term of office commencing on May 15, 2024.

Section 3: That the President of the Board of Directors of the District be, and he or she is hereby, authorized and directed to deliver or cause to be delivered a certified copy of this resolution to the President of the Board of Directors of the Central Harris County Regional Water Authority on or before February 15, 2024.

[SIGNATURES COMMENCE ON THE NEXT PAGE]

PASSED AND APPROVED this ____ day of _____, 20__.

ATTEST:

By: _____
President, Board of Directors

By: _____
Secretary, Board of Directors

(SEAL)

HARRIS COUNTY UTILITY DISTRICT 16

Communications Meeting Report

January 12th, 2024

The following report details updates for any communications projects and tasks for Harris County Utility District No. 16 that have occurred since the last board meeting.

News Posts

The following news posts were created for site posting:

- "[January 12th Board Meeting](#)" notice
- "[Winterizing Your Home](#)" article

Website Analytics

Period Recorded: December – January

- 84 new users to the site
- 88 total users this cycle
- 145 Pageviews & 631 Events

Resident Inquiries

Residents can submit inquiries through the [Contact Us](#) page. Submissions are received by our team and answered directly or forwarded to the appropriate consultant for answering.

- No new resident inquiries

Open items

- How Your Taxes are Calculated video

Action Items

- No action items

inTEN Text Alert System

- Accounts Registered: 2842
- Residents can opt-out of the system at any time. Residents can sign up at <https://hcad16.com/alerts/>

Have any questions or need anything? Please contact your District Representative, Brandon West, via email at b.west@touchstonedistrictservices.com or by phone at 832-558-5714 x216.

You may also reach Michael Willett, Touchstone's Director of Client Management and Business Operations, at m.willett@touchstonedistrictservices.com or by phone at 832-558-5714 x203.