

**MINUTES OF MEETING  
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 23  
AUGUST 8, 2024**

**STATE OF TEXAS           §  
  §  
COUNTY OF HARRIS       §**

The Board of Directors of Harris County Municipal Utility District No. 23 of Harris County, Texas, met in regular session, open to the public, beginning at 6:30 P.M. at a regular meeting place inside the District on the 8<sup>th</sup> day of August, 2024, and the roll was called of the duly constituted officers and members of the Board, to-wit:

Jeff Blackwell	President
Jim Haney	Vice President
Christy Shepard	Secretary
Charles Mathewes	Treasurer
William E. Ross	Assistant Secretary/Treasurer

and all of said directors were present excepting Director Haney, thus constituting a quorum.

Persons also present included:

Barry Hards with Texas Groundworks Management (TGM);  
Pete Pedersen with District 220;  
Joshua Lee and Conner Murphy with Quiddity Engineers, engineers for District 220  
Wally Byers and Jeanelle Walker of Courtyard Glen;  
Jennifer Landreville with Equi-Tax Inc;  
Sean Humble of Sherrington-Humble, LLC; and  
Cindy Nichols of Michael A. Cole P.C.

**COMMUNITY COMMENTS**

Barry Hards with TGM introduced himself and explained that he is interested in bidding any upcoming landscaping projects for the District. Director Blackwell noted that the District has already received a bid from TGM for tree trimming and crushed granite on the walking trails in Section 2 and in Courtyard Glen.

**ENGINEER’S REPORT**

Sean Humble presented the Engineer’s report to the Board, a copy of which is filed in the District’s electronic records. He reported that with regard to the TCEQ proposed agreed order, he has requested approval for the District to spend the proposed \$25,000 fine on improvements to the District’s booster pumps rather than pay the fine to the TCEQ, and is providing additional information as requested by the TCEQ. Sean explained that the District has to show that it is either fixing the problem or is helping the environment. The proposed improvements include three

components: 1) online SCADA, 2) ventilation for the room, and 3) ventilation for the controls. It was next reported that the topographic survey has been received and the proposed City of Houston surface water line to Water Plant No. 1 is under design; Sean has been in touch with C&C, contractor for Water Well No. 1, and installation is scheduled for the week of August 19<sup>th</sup> and will take a couple of days; the contractor for the camera survey, phase 1A is onsite performing the survey; the PILOT agreement as prepared by Michael Cole has been provided to the proposed developer of the gas station at 8520 Warren Road, which only includes water service; a deposit has been requested for a feasibility study for the 4.5 acres at 7809 Fairbanks-North Houston Road; update of the District's Emergency Preparedness Plan per TCEQ's inspection is ongoing; and the engineer has responded to requests of three insurance companies for estimated replacement values to facilitate preparation of proposals for the District's insurance expiring on September 30, 2024. Director Blackwell reported that he found 23 streetlights out in the District and reported them to CenterPoint for repair.

Pete Pederson inquired about what happened with the District's generator during Hurricane Beryl. Director Ross explained that it blew a belt, and Worldwide Power Products did not have a belt in stock for replacement which caused delays with getting the generator back online. Discussion continued and it was suggested that belts for the generator should be kept in stock and that quarterly maintenance should be done to prevent such matters in the future.

Joshua Lee and Conner Murphy with Quiddity Engineers explained that they are the new engineer representatives for District 220, and are getting up to speed and will reach out to Sean Humble to discuss upcoming projects and District 220's share in the costs.

### **CONSENT AGENDA**

### **BOOKKEEPER, INVESTMENT OFFICER, AND TAX ASSESSOR-COLLECTOR REPORTS**

Jennifer Landreville presented and reviewed the bookkeeper and investment officer reports to the Board, copies of which are filed in the District's electronic records.

Jennifer Landreville next presented the tax assessor-collector's reports for June and July, copies of which are filed in the District's electronic records. The July report was reviewed. Ms Landreville reported that delinquent tax accounts have been provided to the delinquent tax attorney for collection; out of district taxes are 100% collected; and the certified assessed valuation from HCAD is expected soon. The effective tax rate calculations will be presented at the Board's September 12<sup>th</sup> meeting, and a public hearing will be held at the October 10<sup>th</sup> meeting followed by a levy of taxes for 2024.

Ms. Landreville next reviewed a list of accounts proposed to be moved to an uncollectible roll, noting that the amounts remain due and owing. **Director Blackwell moved approval to move the list of accounts to an uncollectible roll, which motion was seconded by Director Ross and carried by unanimous vote.**

Director Blackwell reminded Directors of the need to avoid Nepotism in the District. Some discussion was had on the matter.

## **UTILITY OPERATOR**

Claudine Pacioni was not present at the meeting; however, provided copies of the utility operator's report to the Board prior to the meeting, a copy of which is filed in the District's electronic records.

Cindy Nichols presented an Amended Drought Contingency Plan which had been provided to the Directors and utility operator prior to the meeting. She explained that the Plan had been amended to include Texas Water Code Section 11.039 provisions related to water supply or water demand management measures to be implemented during each stage of the Plan. **Director Shepard moved adoption of a resolution to amend the District's Drought Contingency Plan as presented, which motion was seconded by Director Mathewes and carried by unanimous vote.** A copy of the resolution is filed in the District's electronic records.

Directors requested that Claudine Pacioni be directed to invite a representative of Worldwide Power Products to the Board's September 12<sup>th</sup> meeting to discuss what happened with the District's generator, why doesn't Worldwide have replacement belts and parts in stock, how to prevent such repair delays in the future, and what is its preventive maintenance schedule for the generator.

Directors requested that Claudine address the following questions at the Board's September 12<sup>th</sup> meeting: 1. Why did it take 8 months to get TCEQ violation under control, 2. Why doesn't TNG have generator belts and replacement parts on hand, 3. Regarding the hydropneumatic tank, why is the valve leaking water and not yet replaced, and why has this not been brought to someone's attention.

## **ATTORNEY REPORT**

Michael Cole was not present at the meeting and an attorney's report was not presented.

Cindy Nichols reported that requests for proposals have been sent to Gallagher/WIN, Brown & Brown and McDonald & Wessendorff. **The Board requested that representatives with the two lowest bids be invited to attend the Board's September 12<sup>th</sup> meeting with a 10-minute limit to present their proposal.**

## **BUILDING COORDINATOR REPORT**

The Building Coordinator's report was presented by Director Ross, a copy of which is filed in the District's electronic records. Director Ross reported that he is ordering one U.S. and one Texas flag from Allegiance Flags to replace the flags at the District's building. Director Blackwell reported that he is getting a bid from Jeff Richardson with Fresh Start Landscapes for crushed concrete for the walking trails, which is the same company that did the trail in Rolling Fork. He confirmed the company is insured and bonded.

Director Ross noted that the County is picking up Hurricane Beryl debris, but is only picking up trees and no fencing and nothing in bags.

## **MINUTES**

**Director Shepard moved approval of the July 11, 2024 meeting minutes, which motion was seconded by Director Mathewes and carried by unanimous vote.**

## **ITEMS FOR INCLUSION ON NEXT AGENDA**

Directors discussed items to be included on the next agenda. It was determined to place the following items at the top of the next agenda: 1. Presentation of Insurance Proposals, 2. Discussion with Worldwide Power Products, and 3. Presentation from Financial Advisor regarding Effective Tax Rate Calculations and Approval of Same.

**Director Blackwell moved that the meeting be called to start early at 6:00 PM, which motion was seconded by Director Ross and carried by unanimous vote.**

## **CONSENT AGENDA**

**The Consent Agenda was approved on the motion of Director Blackwell, the second of Director Shepard, and the unanimous vote of the Board.**

**There being no other business to come before the Board the meeting was adjourned on the motion of Director Blackwell, the second of Director Shepard, and the unanimous vote of the Board.**

(SEAL)

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Secretary, Board of Directors

**COMMITMENTS FOR ACTION  
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 23  
MEETING OF AUGUST 8, 2024**

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**BOOKKEEPER** to. **NONE**

**OPERATOR** to invite a representative of Worldwide Power Products to the September 12<sup>th</sup> meeting to discuss issue and delay with generator repairs; and address the following questions at the Board's September 12<sup>th</sup> meeting: 1. Why did it take 8 months to get TCEQ violation under control, 2. Why doesn't TNG have generator belts and replacement parts on hand, 3. Regarding the hydropneumatic tank, why is the valve leaking water and not yet replaced, and why has this not been brought to someone's attention.

**ATTORNEY** to *prepare a PILOT Agreement for the gas station at 8520 Warren Road; and receive proposals for District's insurance expiring September 30, 2024 from Gallagher/WIN, Brown & Brown and McDonald & Wessendorff, and invite representatives for lowest two proposals to next meeting to present their proposal - limit 10 minutes.*

**ENGINEER** to *negotiate with City of Houston for amendment to Water Supply Agreement; proceed with engineer and design for water plant #2.; and get a quote for inspection of the interior and exterior of the GST and HPT at Water Plant No. 1, and if less than \$13,000 to proceed.*

**BUILDING COORDINATOR** to get bids for removing and grinding stumps of two dead trees on the walking trail and trimming hanging branches, and for crushed granite for the walking trails.

**TAX ASSESSOR COLLECTOR** to **NONE**

**DIRECTOR BLACKWELL** to contact Caleb Burson with Accurate Meters for status update for Badger meter replacement project.