

**MINUTES OF MEETING
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 23
JULY 17, 2025**

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

The Board of Directors of Harris County Municipal Utility District No. 23 of Harris County, Texas, met in special session, open to the public, beginning at 5:00 P.M. at the regular meeting place inside the District on the 17th day of July, 2025, and the roll was called of the duly constituted officers and members of the Board, to-wit:

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

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

Persons also present included:

Deputies Chairez and Rowe;
Jeanelle Walker and Gail Long of Courtyard Glen;
Jose Olivares, Jackie Washington and Sam, residents of the District;
Lesley Bryant of Equi-Tax Inc;
Sean Humble of Sherrington-Humble, LLC;
Claudine Pacioni of TNG Utility Corporation;
Pete Pedersen; and
Cindy Nichols of Michael A. Cole P.C.

SECURITY

Deputy Chairez reported that he has been telling people to move their cars parked at the District's park after 9:00 pm; in response to Jeanelle Walker, he will ticket parked vehicles on E. Ridge and Winehill; there was a vehicle burglary in Courtyard Glen where \$15,000 cash was stolen from the vehicle, and the vehicle used to commit the burglary had a stolen license plate making it difficult to find the burglars; and in response to Jose Olivares, the Deputy will watch for vehicles running stop signs at Battle Oak and Woodland West Drive.

CUSTOMER COMMENTS

Jeanelle Walker expressed appreciation for the Board members and for having the granite work done at the Courtyard Glen walking trail. Gail Long reported some flooding again on Battleoak and Director Blackwell said that he had reported it and Director Ross noted that it is a County issue. Jose Olivares reported that he had reported the sewer smell at his home to TNG on multiple

occasions and never received a satisfactory response. He reviewed his notes on the calls made and responses received. He stated that he wants TNG to be aware and to look into training its staff on how to better handle such calls. Some discussion was had concerning this matter. Jackie Washington reported that she does not see the Deputies patrolling as often as she used to. Sam reported that he received bids for getting the area around the tennis courts mowed.

MINUTES

Director Shepard moved approval of the minutes of the Board's June 19, 2025 meeting, which motion was seconded by Director Blackwell and carried by unanimous vote.

CONSENT AGENDA

BOOKKEEPER, INVESTMENT OFFICER, AND TAX ASSESSOR-COLLECTOR REPORTS

Lesley Bryant presented the bookkeeper and investment officer reports, copies of which are filed in the District's electronic records. She reviewed the bookkeeper's report, investment officer's report, profit and loss vs. actual, and checks for approval.

TAX ASSESSOR-COLLECTOR'S REPORT

Lesley Bryant next presented the tax assessor-collector's report, a copy of which is filed in the District's electronic records. She reviewed the tax report, depository pledge report, and tax checks for approval. She noted that tax collections for the 2024 levy are 96.9% collected, and out-of-district taxes are 100% collected. The streetlights have been replaced with LED lights, and Director Mathewes reported that the light near him still doesn't work even though it has been replaced with an LED.

ENGINEER'S REPORT

Sean Humble presented his engineer's report, a copy of which is filed in the District's electronic records. He reported the revised plans for the City of Houston surface water to Water Plant No. 1 have been resubmitted; the contractor for the camera survey Phase 1A is mostly done and the access issues have been resolved; and the City of Houston said that as long as the District has a contract in the works, it can take more water, but Sean is waiting for official approval from the City of Houston. Claudine Pacioni stated that the District may need to use some of its Harris-Galveston Subsidence District credits to meet its 60% surface water target. Sean next reported that he is working with the utility operator for an exemption to the TCEQ's request for historical well completion data since the historical records still cannot be located; and the hydropneumatic tank interior recoating at Water Plant No. 1 is complete. He reported that work continues at the residence of Mr. Olivares at 8203 Split Oak Drive, and Wright Solutions has installed the bypass pumping system, replaced the existing sanitary sewer manhole, and is in process of installing the cured-in-place-pipe-lining on all influent and effluent lines from the manhole. The engineer next reported that he will attend a virtual meeting on July 23rd with the USDA to discuss the District's submission of a Funding Inquiry Form to the Texas Water Development Board related to the sanitary sewer

manhole rehabilitation project at 8203 Split Oak Drive; and he presented a letter received from Harris County Flood Control District requesting \$28,200,000 funding to assist the Solutions for Advancing Floodplain Evaluation and Resilience Study (SAFER).

UTILITY OPERATOR

Claudine Pacioni presented the utility operator's report, a copy of which is filed in the District's electronic records. Ms. Pacioni reported June water usage of 11,199,000 gallons; water accountability of 96.27%; the 12 month rolling average of water accountability of 97.17%; the wastewater treatment plant operated within permit parameters; and presented accounts proposed for water service termination due to non-payment. She next reported a lighting strike on Friday afternoon at Water Plant #2 causing damage including to the transfer switch for the generator. She reported that the District is running on backups, and she recommended putting in surge protection. An insurance claim has been filed, and if the damage is found to be the result of a lightning strike a \$5,000 deductible will apply and if found to be a power surge a \$10,000 deductible will apply. Claudine presented quotes received from NTS in the amount of \$15,900 for installation of a new ASCO delayed transition switch, and \$7,425 for installation of two power factor correction capacitors and 1 surge arrestor for the main breaker, and wiring and testing. **Director Blackwell moved approval of a new transfer switch as recommended, which motion was seconded by Director Mathewes and carried by unanimous vote. Director Shepard moved that Director Ross be authorized to work with TNG and to approve work for the multi-smart that controls the booster pumps, which motion was seconded by Director Ross and carried by unanimous vote. Director Shepard next moved approval of the bid from Lone Star Turbo for blower overhaul and repairs in the amount of \$29,260, which motion was seconded by Director Ross and carried by unanimous vote.**

Claudine Pacioni then reported that preventive maintenance on the generator continues to be done by NTS. In response to Director Blackwell, Ms. Pacioni stated that she will look into the call notes from Mr. Olivares and will inquire about training office staff on handling calls. Director Shepard then excused herself from the meeting.

ATTORNEY REPORT

Cindy Nichols presented Michael Cole's attorney's report, a copy of which is filed in the District's electronic records. She noted that a representative from Arthur J. Gallagher has been invited to attend the District's August 14th meeting to present proposals for insurance for the period beginning October 1, 2025 and ending September 30, 2026, including the proposal for Cyber Crime Insurance; and that approval of effective tax rate calculations for publication will be placed on the Board's August 14th agenda, with items placed on the September 11th agenda for a public hearing on the proposed tax rate and adoption of an Order Levying Taxes for 2025.

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 there have been 4 bookings for the District's building. He next reported that the Terrace Brook HOA and the Oakwood Forest HOA had

already submitted a \$250.00 deposit for use of the District's building before the Board lowered the deposit amount to \$120 at its last meeting. A short discussion was had and the **Board consensus was to keep the deposits already received**. Discussion was next had about getting new locks for the District's building and creating a record system for keeping track of when and to whom keys are issued and when keys are returned. Director Mathewes stated that he will get a bid for new locks and will setup a system for keeping track of issuance and return of keys.

Director Mathewes reported that he will provide contact information to Director Blackwell to reach out for new garbage cans on the trail. Discussion was had about a stump on Haney Lane that needs to be removed and about a leaning tree that needs to be removed. At the request of Director Ross, Director Blackwell stated that he will get a quote for the removal of the stump and leaning tree, as well as any others trees that need to be removed or trimmed. **Director Ross moved that Director Blackwell get two bids for removing the leaning tree and be authorized to accept the lowest bid received and have the tree removed as quickly as possible, which motion was seconded by Director Haney and carried with the vote of all directors present.**

ITEMS FOR INCLUSION ON NEXT AGENDA

Pete Pedersen addressed the Board regarding the underbilling of District 220 over two years in the amount of \$131,124.72, which underbilling resulted from the District's bookkeeper not increasing the rate charged District 220 in line with the City of Houston rate changes. Mr. Pedersen stated that District 220 has no way of paying this amount or recovering it from its customers. He expressed the view that this damages the relationship between District 220 and Harris County MUD #23. The attorney's office was directed to place an item on the next agenda to discuss the matter, and for Michael Cole to advise the District on how best to handle.

CONSENT AGENDA

The Consent Agenda was approved on the motion of Director Mathewes, the second of Director Ross, and the unanimous vote of the Board.

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

(SEAL)

Secretary, Board of Directors

**COMMITMENTS FOR ACTION
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 23
MEETING OF JULY 17, 2025**

BOOKKEEPER *NONE.*

OPERATOR to look into the call notes from Mr. Olivares and inquire about training office staff on handling calls.

ATTORNEY to place item on next agenda to discuss the underbilling of District 220 as a result of the District's bookkeeper not increasing the rate charged District 220 in line with the City of Houston rate changes, and to advise the District on how best to handle.

ENGINEER to continue to coordinate repairs to Mr. Olivares' sanitary sewer manhole at 8203 Split Oak Drive; and work with Director Blackwell to complete funding inquiry form related to the cost of repairs of Mr. Olivares' sanitary sewer manhole repairs.

BUILDING COORDINATOR *NONE.*

DIRECTOR MATHEWES to get a bid for new locks and will setup a system for keeping track of issuance and return of keys; and send contact information to Director Blackwell to reach out to for new garbage cans on the trail.

DIRECTOR BLACKWELL to inquire about new garbage cans on the trail; get two bids for removing the leaning tree and accept the lowest bid received and have the tree removed as quickly as possible; and get a quote for the removal of the stump on Haney Lane and for removing or trimming any others trees, as needed.