

**MINUTES OF MEETING
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 23
AUGUST 14, 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 regular session, open to the public, beginning at 5:00 P.M. at the regular meeting place inside the District on the 14th day of August, 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:

Deputy Chairez;
Wally Byers of Courtyard Glen;
Jose Olivares and Mr. Burrows, residents of the District;
Kim Courte of W.I.N. / Arthur J. Gallagher
Lesley Bryant of Equi-Tax Inc;
Sean Humble of Sherrington-Humble, LLC;
Claudine Pacioni of TNG Utility Corporation;
Pete Pedersen, resident of MUD 220;
Francisco Muniz of MUD 220; and
Michael Cole and Cindy Nichols of Michael A. Cole P.C.

SECURITY

Deputy Chairez reported on July, 2025 security matters for the month. Director Haney stated that the president of Woodland Trails West HOA said that visibility of the Deputies seems to be less, and Director Haney viewed the Flock cameras for the last 30 days and Deputy vehicles were seen frequently. Deputy Chairez reported that he has requested a speed radar gun, and discussion was had about speeding ATVs, dirt bikes and electric bikes in the District.

CUSTOMER COMMENTS

Jose Olivares thanked the Board for its handling of the removal and replacement of the sanitary sewer manhole on his property and the related issues with smells. Wally Byers asked the Board to consider at a future meeting at the end of the year contributing more money (approximately

\$2,000) to Courtyard Glen for flowerbeds. Director Blackwell suggested that Mr. Byers request a contribution from the Courtyard Glen HOA. In response to a question of Pete Pedersen, Lesley Bryant confirmed that the billings going to MUD 220 are now correct. Mr. Burrows requested relief on his recent water bill which is approximately \$30 higher than his regular bill. He explained that he did not turn the water off to a water hose he recently used for watering, and the hose broke sometime over night resulting in an additional 5,000 gallons of water used. The Board discussed the request, at the conclusion of which no motion was made for relief on Mr. Burrows' water bill.

PROPOSAL FOR RENEWAL OF DISTRICT'S INSURANCE POLICIES

Kim Courte presented the proposal for renewal of the District's insurance policies expiring on September 30, 2025. She noted this year's premium is \$2,096 more than last year's premium. Ms. Courte also reviewed and discussed the Cyber Security insurance proposal, and explained the difference between cyber security liability and cyber deception insurance. At the conclusion of review and discussion, **Director Blackwell moved approval of the proposal for renewal of the District's insurance policies expiring on September 30, 2025 as presented, which motion was seconded by Director Shepard and carried by unanimous vote.** No action was taken on the proposal for Cyber Security insurance. Directors requested an item be placed on the next agenda for consideration of the proposal for Cyber Security insurance, that Russ Lambert be invited to attend the next meeting to provide input, and that Claudine Paccioni look into whether the SCADA equipment carries cyber security insurance coverage.

MINUTES

Director Shepard moved approval of the minutes of the Board's July 17, 2025 meeting, which motion was seconded by Director Mathewes 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. She noted that the District's Certificates of Deposit will renew next month and she will present current rates at the next meeting. In response to Director Blackwell, **Directors approved Director Blackwell to attend the AWBD Workshop on September 18th regarding Infrastructure and Financial Resiliency.** Director Blackwell reminded Directors that it is time to look into making reservations for this year's consultant appreciation dinner.

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 97.1% collected, and out-of-

district taxes are 100% collected. In response to Director Ross, Michael Cole stated that the statute of limitations for collection of delinquent property taxes is 10 years.

ENGINEER'S REPORT

Sean Humble presented his engineer's report, a copy of which is filed in the District's electronic records. He reported that revised plans for the City of Houston surface water to Water Plant No. 1 have been resubmitted; the camera survey Phase 1A is complete and he expects to have a final pay estimate to present to the Board at its next meeting; and that a Memorandum of Understanding (MOU) with the City of Houston is presented for the Board's approval to temporarily suspend collection of penalties for water as long as an agreement on the amendment is reached by the end of the year. Discussion was had concerning the MOU, and the **bookkeeper was directed to not pay overage charges while an agreement on the contract amendment is in process. Director Shepard moved approval of the Memorandum of Understanding with the City of Houston as presented, which motion was seconded by Director Ross and carried by unanimous vote.** A copy of the Memorandum will be filed in the District's electronic records.

Mr. Humble continued his report. He reported that the TCEQ continues to insist on receiving historical well completion data even though the historical records cannot be located; and the hydropneumatic tank interior recoating at Water Plant No. 1 is complete, and an invoice #2025-17 from Phoenix Coating Surveillance, LLC, the coating inspector, in the amount of \$2,931.00 was forwarded to the bookkeeper for payment. Mr. Humble reported that Wright Solutions has completed the removal and replacement of the sanitary sewer manhole at 8203 Split Oak Drive, including the Cured-in-Place-Pipe Lining on all influent and effluent lines from the manhole, and he will schedule a 1-year inspection; and that after attending an online meeting with various state agencies he does not believe there to be a clear efficient way to request TWICC funding assistance. In response to Sean Humble's recommendation, **Director Shepard moved approval of a proposal from Neil Technical Services in the amount of \$7,425.00 for surge protection at both water plants. The motion was seconded by Director Ross and carried by unanimous vote.**

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 July water usage of 9,860,000 gallons; water accountability of 100.39%; the 12 month rolling average of water accountability of 97.08%; surface water conversion at 46.44%, noting the District needs to get to 60%; the wastewater treatment plant operated within permit parameters; and she presented accounts proposed for water service termination due to non-payment. She reported that if the historical well completion records, as requested by TCEQ, are not found a 36-hour pump test will be necessary. She presented a proposal from C&C Water Services LLC for a 36-hour pump test in the amount of \$15,600 for Water Well No. 1 plus \$15,600 for Water Well No. 2. **Director Mathewes moved approval of the proposal of C&C Water Services LLC in the total amount of \$31,200.00 for a 36-hour pump test, if needed, which motion was seconded by Director Shepard and carried by unanimous vote.**

ATTORNEY REPORT

Michael Cole presented his attorney's report, a copy of which is filed in the District's electronic records. He reported that an item for approval of effective tax rate calculations for publication will be placed on the September 11, 2025 agenda, and items for a public hearing on the proposed 2025 tax rate and adoption of an order levying taxes for 2025 will be placed on the October 9, 2025 agenda. A copy of the Harris County Sheriff's Law Enforcement Agreement for the period beginning October 1, 2025 and ending September 30, 2026 was presented. After a brief discussion, **Director Shepard moved approval of the Harris County Sheriff's Law Enforcement Agreement, which motion was seconded by Director Mathewes and carried by unanimous vote.** A copy of the Agreement will be filed in the District's electronic records. Director Haney stated that he will hand deliver the Agreement, as executed by the District, to Harris County Sheriff's office and request that a fully executed copy be returned to the District.

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 are currently 2 bookings for use of the District's building and the deposit checks have been deposited; and that he has not yet received the \$125 deposit from Woodland Trails West HOA for use of the District's building.

Director Mathewes reported that the adhesive on the walking trails will need to be redone; and that he is looking into getting trash cans for the walking trail and asked for input from Directors about using concrete trash cans rather than metal. The Directors agreed with using concrete trash cans and Director Mathewes stated that he will do some research on colors and cost and will report back to the Board at the next meeting. In response to Director Mathewes, Director Ross stated that he has "no motorized vehicles" signs for the trail that need to be installed. Director Blackwell reported that the leaning tree on the trail was dropped today at a cost of \$850.00, and the tree fell to the other side of the easement.

UNDERBILLING TO DISTRICT 220

Discussion was had regarding the underbilling of District 220 over two years in the amount of \$131,124.72 as a result of the District's bookkeeper not increasing the rate charged District 220 in line with the City of Houston rate changes. At the conclusion of discussion, **Director Shepard moved that Lesley Bryant be directed to email the District 220 bookkeeper, with copy to Michael Cole, to offer a plan for payment of half the total amount owing of \$65,562.36, at either \$5,463.53 per month for 12 months, or \$2,731.77 per month for 24 months. The motion was seconded by Director Blackwell and carried by unanimous vote.**

CONSENT AGENDA

Director Shepard moved approval of the Consent Agenda and approval of water service terminations as recommended, noting that there were no persons present to show cause why water service should not be terminated, which motion was seconded by Director Blackwell and carried by 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 AUGUST 14, 2025

BOOKKEEPER to present current Certificate of Deposit rates at the Board's next meeting; and not pay overage charges to City of Houston while an agreement on the contract amendment is in process.

OPERATOR to look into whether the SCADA equipment carries cyber security insurance coverage.

ATTORNEY to place items on next agenda for approval of effective tax rate calculations for publication, to discuss the offer sent to District 220 for underbilling, and for consideration of the proposal for Cyber Security insurance; and invite Russ Lambert to attend the next meeting to provide input on Cyber Security insurance.

ENGINEER NONE.

BUILDING COORDINATOR NONE.

DIRECTOR MATHEWES to *get a bid for new locks for District's building and setup a system for keeping track of issuance and return of keys*; and research colors and cost for new concrete garbage cans for the trail.

DIRECTOR BLACKWELL to attend the AWBD Workshop on September 18th regarding Infrastructure and Financial Resiliency.

DIRECTOR HANEY to hand deliver the Harris County Sheriff's Law Enforcement Agreement, as executed by the District, to Harris County Sheriff's Office and request that a fully executed copy be returned to the District.