

**TMINUTES OF MEETING  
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 23  
OCTOBER 9, 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 9<sup>th</sup> day of October, 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:

Joseph Ellis of McCall Gibson Swedlund Barfoot Ellis PLLC;  
James Morrow, a retired Deputy;  
Jeanelle Walker and Wally Byers of Courtyard Glen;  
Jennifer Landreville of Equi-Tax Inc;  
Sean Humble of Sherrington-Humble, LLC;  
Claudine Pacioni of TNG Utility Corporation;  
Pete Pedersen, resident of District 220; and  
Cindy Nichols of Michael A. Cole P.C.

**DISCUSSION REGARDING UNDERBILLING TO MUD 220**

Joseph Ellis of McCall Gibson Swedlund Barfoot Ellis PLLC discussed with the Board the under billing of water charges for over two years to District 220, totaling approximately \$131,124.72, as a result of the District’s bookkeeper not increasing the rate charged to District 220 in line with the City of Houston rate changes. It was noted that District 220 has already paid \$65,000 to cover half of the cost. Mr. Ellis stated that the auditor’s insurance will not cover the cost of the under billing. He explained that the auditor does not verify every penny in the financials and the City of Houston rate was not on the list of items to test, and further there was no mention in the District’s meeting minutes of any City of Houston rate changes. It was also explained that the City of Houston no longer sends annual notices of its rate changes and no longer includes details on its monthly billings to the District. Discussion ensued and Directors asked what is being done to make sure this never happens again, to which Jennifer Landreville responded that the bookkeeper now goes to the City of Houston’s website each month to check if there are any City of Houston rate changes. Sean Humble noted that he has a meeting on Monday with the City of Houston regarding renegotiation

of the District's water supply contract and will ask the City for clarification or an explanation of why the City no longer sends annual notices of rate changes and why there is no detail on the monthly billing it sends.

### **CUSTOMER COMMENTS**

Jeanelle Walker thanked the Board for the recent National Night Out event. She stated that she has received bids for removal of 4 oak trees along the Courtyard Glen walking trail of \$750.00 each including labor. Director Blackwell stated that he received a bid of \$900.00 from Fantastic Tree Services for trimming 8 trees and stump grinding 5 stumps along the walking trail. **Director Blackwell moved that the District pay Fantastic Tree Services \$900.00 for tree trimming and stump grinding as bid, which motion was seconded by Director Shepard and carried by unanimous vote.**

Director Haney reported that National Night Out was held on the first Tuesday of October, and there were 140 hot dogs provided, 20 door prizes, 7 signs placed around the District to advertize the event, advertizement on Next Door, and about 100 people attended at a total cost of \$1,049.00. A check in the amount of \$1,049 was written at tonight's meeting to the District to reimburse the cost.

### **SECURITY**

There was no Deputy present to present the security report. James Morrow, a retired Deputy, introduced himself to the Board. He explained that his company provides security services and stated that if the District is interested he will prepare a bid with various coverage scenarios to present to the Board at its next meeting. Directors expressed their interest and requested an item be placed on the Board's next meeting agenda to consider a bid.

### **MINUTES**

Director Haney provided changes to the September 11, 2025 meeting minutes to correct the spelling of Veritex in the bookkeeper's report, and to reflect in the Security report that the body found was across the bayou outside of the District's boundaries. **Director Shepard moved approval of the minutes of the Board's September 11 meeting with the corrections noted, which motion was seconded by Director Mathewes and carried by unanimous vote.**

### **CONSENT AGENDA**

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

Jennifer Landreville presented the bookkeeper and investment officer reports, copies of which are filed in the District's electronic records. She reviewed the summary of fund balances, general operating fund revenue and expenditures, location of assets, noting the purchase of 4 new Certificates of Deposit scheduled to mature March 14, 2026, checks for approval, and the September

investment officer's report. Director Shepard stated that she will sign up for the AWBD Midwinter Conference. Ms. Landreville stated that she will have copies of next month's City of Houston bill and the District's billing to District 220 sent to Directors.

Director Ross reported an error in the billing from Earthcare Management. He stated that the District has been billed in error for 2 years of \$442 per month to mow the front entrance at Battleoak and esplanade which is not part of the contract with District 23 and which mowing has not been done, and prior to that Earthcare Management charged both District 23 and the HOA for this same service. The Board's consensus was to have Michael Cole contact them and write a letter, if necessary. Director Ross stated that he has requested additional information from the HOA and a copy of its contract with Earthcare Management, will work to sort it out, and will involve Michael Cole as necessary.

### **TAX ASSESSOR/COLLECTOR'S REPORT**

Jennifer Landreville 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, and noted tax collections for the 2024 levy are 97.7% collected, revenue for the month of \$7,275.72, and disbursements of \$4,350.58. Some discussion was had about the need for **a new aerial photo of the District, and the consensus was to wait until the new gas station is built.**

### **PUBLIC HEARING ON PROPOSED TAX RATE**

Director Haney opened a public hearing on the proposed tax rate, noting that the required publication had been made. There being no persons present to be heard about the proposed tax rate, Director Haney closed the public hearing.

### **ORDER LEVYING TAXES FOR 2025**

Discussion was had concerning the levy of taxes for 2025, at the conclusion of which, **Director Blackwell moved adoption of a 2025 tax levy of \$0.3930 per \$100 assessed valuation (0.00 for debt service and 0.3930 for maintenance and operations). The motion was seconded by Director Ross, which motion carried by the vote of Directors Blackwell, Ross, Shepard and Mathewes voting Aye and Director Haney voting Nay.** A copy of the Order Levying Taxes for 2025 is filed in the District's electronic records.

### **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 construction plans have been submitted for the City of Houston surface water to Water Plant No. 1; that he continues to work with the City of Houston for the District's groundwater reduction compliance, and he has a meeting scheduled with the City on October 13<sup>th</sup> to discuss; and that a no objection letter was issued for the AutoZone to be constructed at 7718 Fairbanks North-Houston. Mr. Humble next reported that Wright Solutions issued a final invoice in the amount of \$384,685.79 for the sanitary sewer manhole project near 8203 Split Oak

Drive, which is a 52% increase of the original estimate of \$253,699.69. He explained that the increase is mostly due to additional labor and bypass pumping because of project delays. He reported that Wesley Wright is open for discussion, and **Mr. Humble recommended that the District authorize payment of the original estimate of \$253,699.69 and then discuss privately with Wesley Wright about adjusting the bill accordingly. The Board acquiesced with this recommendation.**

Mr. Humble reported that Neil Technical Services had submitted a proposal of \$4,850.00 each to install a lightning rod at the District's water plants to protect the water wells. Some discussion was had at the conclusion of which **Director Shepard moved approval of the bid of Neil Technical Services in the amount of \$4,850.00 each as presented, which motion was seconded by Director Mathewes and carried by unanimous vote.** In response to correspondence from District 220 to request a meeting with the District to review the existing water supply contract with the two districts, **Directors Mathewes and Ross were authorized to meet with District 220.**

### **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 September water consumption of 10,148,000 gallons; pumpage of 10,701,000 gallons; and water accountability of 96.61%. She reviewed the billing & collections report; noted the 12 month rolling average of water accountability of 97.14%; the wastewater treatment plant operated within permit parameters; and presented accounts proposed for water service termination due to non-payment.

Claudine Pacioni next reported that Accurate Meter has been testing meters greater than 1.5" and found 11 are not registering so she has requested Accurate Meter to repair/replace them. It was next reported that David Boethel is no longer with TNG, and that until a permanent replacement is found, TNG will be shifting people around to cover the District. Claudine reported that there has been a rash of theft of copper wire, and TNG is putting puck locks on the generator doors to prevent access. Some discussion was had about adding security or cameras, but no action was taken.

### **ATTORNEY REPORT**

Michael Cole provided his written attorney's report before tonight's meeting, a copy of which is filed in the District's electronic records. Cindy Nichols reported on matters not already covered during the course of the meeting, and stated that an Unissued Bonds Report had been prepared and submitted to the Bond Review Board of Texas, as mandated by HB 3526. Director Blackwell noted that AWBD had provided notice to its members about an upcoming vote on its Bylaws and for voter representative confirmation. **Director Blackwell appointed Director Haney to act as the District's representative for voting on the Bylaws, which motion was seconded by Director Shepard and carried by unanimous vote.**

### **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 there had been 2 rentals of the building last month, and there are two rentals for this month. Discussion was had about a rental request received to allow alcohol to be served to which **all Directors agreed there will be no exception to the rule that no alcohol is allowed at the District's building.** Director Shepard reviewed the guest list and headcount for the upcoming Consultant Appreciation Dinner.

Some discussion was had about who picks up garbage from the walking trail, and Director Ross stated Earthcare Management has been emptying the trash cans. Director Ross reported a lot of empty liquor bottles found on the trail. Director Mathewes reported that he is still working to obtain garbage cans for the District's trails, and discussed options to have cans with lids that swing shut and about what size of can to purchase. Director Mathewes also reported that he is working to get quotes for new locks and asked for Directors' thoughts about upgrading to commercial heavy duty locks. **The Board consensus was for Director Mathewes to use his best judgment for selecting new locks.** Director Haney stated that he will take down Citizens Patrol signs that are around the District since there is no longer a citizens patrol in the District. In response to Director Blackwell, Director Haney stated that he had requested a radar gun for the District's Deputy and the Deputy will need to be trained on its use once received. Director Mathewes reported that he will continue to follow-up with the contractor to re-apply spray adhesive on the walking trail, and he will continue to hold the check until this is done correctly.

### **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 Mathewes and carried by the unanimous vote of the Board.**

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

(SEAL)

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Secretary, Board of Directors

**COMMITMENTS FOR ACTION  
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 23  
MEETING OF OCTOBER 9, 2025**

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**AUDITOR** to add item for testing the City of Houston rate during annual audit process.

**BOOKKEEPER** to check City of Houston website monthly for rate changes; and send copies of next month's City of Houston bill and the District's billing to District 220 to Directors.

**TAX ASSESSOR/COLLECTOR** NONE.

**OPERATOR** NONE.

**ATTORNEY** to add item to next agenda for consideration of a bid for security services; and if necessary contact or write letter to Earthcare Management regarding billing error.

**ENGINEER** NONE.

**BUILDING COORDINATOR** to

**DIRECTOR ROSS** to sort out billing error of Earthcare Management, and involve Michael Cole as necessary.

**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.*

**DIRECTOR SHEPARD** to sign up for the AWBD Midwinter Conference.

**DIRECTORS MATHEWES AND ROSS** to meet with District 220 to review and discuss existing water supply contract.