

**MINUTES OF MEETING  
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 23  
JULY 11, 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 11<sup>th</sup> day of July, 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, thus constituting a quorum.

Persons also present included:

Wally Byers and Jeanelle Walker of Courtyard Glen;  
Claudine Pacioni of TNG Utility Corporation;  
Sean Humble of Sherrington-Humble, LLC; and  
Michael Cole and Cindy Nichols of Michael A. Cole P.C.

**COMMUNITY COMMENTS**

Jeanelle Walker reported that there are a couple of fallen trees in the park after the recent Hurricane Beryl.

**MINUTES**

**Director Ross moved approval of the June 20, 2024 and June 25, 2024 meetings minutes, which motion was seconded by Director Mathewes and carried by unanimous vote.**

**CONSENT AGENDA**

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

There were no reports presented due to the bookkeeper and tax assessor-collector's offices being without power after the recent Hurricane Beryl. **Director Haney moved that the bookkeeper and tax assessor-collector be directed to circulate checks to Directors for payment of bills, and**

**that Directors be authorized to sign same. The motion was seconded by Director Blackwell and carried by unanimous vote.**

## **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 he is working to get a better understanding of the feasibility and cost to replace the generator at Water Plant No. 2; that the recent 8-9 inches of rainfall will cause some delay to the City of Houston's proposed surface water line to Water Plant No. 1, but the line will be placed along the high bank; Notice to Proceed was issued on July 8<sup>th</sup> to the contractor for the camera survey Phase 1A with a completion time of 60 days; Groundwater Reduction Compliance revisions were sent to the City of Houston, but a response has not yet been received due to the City's loss of power; construction completion dates for the White Oak Bayou project have all been pushed back by one quarter; the District's attorney is working to prepare a PILOT Agreement for the gas station at 8520 Warren Road; no inspections have yet been done for the Jack in the Box on Fairbanks-North Houston Road; the engineer has requested a deposit for the feasibility study for the 4.5 acres on Fairbank-North Houston Road; and estimated replacement values have been provided to McDonald & Wessendorff as part of the District's request for an insurance proposal.

## **UTILITY OPERATOR**

Claudine Pacioni presented the utility operator's report to the Board, a copy of which is filed in the District's electronic records. She reported water accountability of 92.22% for June; a 12-month water accountability of 93.91%; and presented the list of delinquent accounts proposed for water service termination due to non-payment. Ms. Pacioni reported that work continues at the ground storage tank and the operator is moving dirt to get the hatch cleared and will then empty and clean the tank. In response to Sean Humble, Claudine confirmed the utility operator will have the GST and HPT inspected. **Director Haney moved that the engineer 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. The motion was seconded by Director Ross and carried by unanimous vote.**

Ms. Pacioni presented a **proposal from Worldwide Power Products for Water Plant #2 in the amount of \$2,612.40 for the repair, removal and replacement of the coolant, coolant flush, radiator pressure wash, and thermostat, to which the Board approved.**

It was next reported that Wesley Wright of Wright Solutions estimated a cost of \$29,195 to replace the backflow preventer to get the City of Houston interconnect on Battleoak working again. Sean Humble recommended approval, noting this will provide three points of connection, one point for each of the two plants and a third point in case of emergency. **Director Blackwell moved approval of the proposal from Wright Solutions in the amount of \$29,195, which motion was seconded by Director Ross and carried by unanimous vote.**

In response to Director Blackwell, Claudine reported that the District is not exempt from PFAS testing, and will be tested quarterly. She noted that the recent PFAS testing report reflects the District is under the limit on all.

Discussion was next had concerning the proposal from Badger Meters to replace the meters in the District with a Model 25 positive displacement meter (all bronze body mechanical meter), at a cost of \$25.00 installation charge per meter plus \$65.00 per meter for replacement of functioning meters, noting there is no replacement cost for malfunctioning meters. Each of the new meters will come with a new 20 year warranty of 10 years full replacement + 10 years prorated, and Badger is giving a one-time issue of 15,500 Beacon Service Units, which with 1,255 meters covers the cost of the monthly billing to the District from Badger for about 12 months. At the conclusion of discussion, **Director Ross moved that: 1) as part of its lead/copper work to be completed by October, the utility operator survey the District's meters to ascertain which ones are working properly and which are malfunctioning and need to be replaced, 2) Accurate Meter & Supply start with replacing the defective meters with Model 25 meters, estimated at this time to be approximately 600 meters, at a cost of \$25 per meter for installation, and 3) after the defective meters are replaced to begin replacing the remaining functioning meters at a cost of \$90 per meter (\$65 replacement meter + \$25 installation fee). The motion was seconded by Director Mathewes and carried by unanimous vote.**

### **ATTORNEY REPORT**

Michael Cole presented his attorney's report to the Board, a copy of which is filed in the District's electronic records. The Attorney reported that the District's insurance policies expire September 30, 2024, and requests for proposals have been sent to Gallagher/WIN, Brown & Brown and McDonald & Wessendorff.

### **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 are three upcoming building rentals; he is working to replace the flags; the flag poles have been repaired; there is one dead pine tree at the building that needs to be removed; and he cleaned up debris after Hurricane Beryl.

Bids received for tree removal and crushed granite for the walking trails were then reviewed and discussion was had. Sean suggested that the District request bids for a specific cubic yards of crushed granite to give a better comparison of bids received, to which Directors agreed. At the conclusion of discussion, **Director Blackwell moved that Director Ross be authorized to get bids for removing two dead trees along the walking trail in Woodland Trails, and if reasonable to have the work done, and to get bids for crushed granite for the walking trails in Woodland Trails and Courtyard Glen. The motion was seconded by Director Mathewes and carried by unanimous vote.**

Director Blackwell reported that he received correspondence regarding a cyber security alert and contacted Russ Lambert and was assured that the District's website is secured and safeguards are in place.

Discussion was had about the maximum capacity of the District's building, and it was determined to set the capacity at 90 for a sit down meeting. It was noted that the max capacity set

by the Fire Department for the building is 99.

**CONSENT AGENDA**

**The Consent Agenda was approved on the motion of Director Haney, 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)

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Secretary, Board of Directors

**COMMITMENTS FOR ACTION  
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 23  
MEETING OF JULY 11, 2024**

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**BOOKKEEPER** to circulate checks to Directors for payment of bills.

**OPERATOR** to conduct necessary terminations of services; and

**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.

**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 circulate checks to Directors for payment of bills.