

**MINUTES OF MEETING
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 23
NOVEMBER 14, 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 14th day of November, 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:

Jeanelle Walker, Wally Byers and Christine Rodriguez of Courtyard Glen;
Debbie Bessire with Equi-Tax Inc;
Sean Humble of Sherrington-Humble, LLC;
Claudine Pacioni with TNG Utility Corporation; and
Michael Cole and Cindy Nichols of Michael A. Cole P.C.

There was no one present from District 220.

COMMENTS

Director Blackwell reminded everyone of the importance of taking care of our health. Jeanelle Walker expressed her appreciation of the Board and all of its hard work. It was noted that getting bids for tree trimming and removal and crushed granite for the walking trails is still in progress. Some sections of the walking trails are okay and other sections need some fill. Director Mathewes reported that he has talked to a company who can bid the work at the walking trails, but needs additional information such as how much granite needs to be bid based on other bids received so that the District has an accurate comparison of bids. It was noted that if a bid is received from this company, Director Mathewes will abstain from the discussion and vote due to a potential conflict of interest. Sean Humble stated that he may know a company who can also provide a bid.

Discussion was had about placing something such as boulders at the entrance to the park to prevent UTV's and other vehicles from entering. Jeanelle Walker said she would give Director Blackwell contact information for someone who can bid placement of some boulders. Wally Byers

reported that he is getting bids for replacing wood chips at the Courtyard Glen playground.

SECURITY REPORT

Officer Abarca was not present at tonight's meeting. Director Haney reported on a couple of incidents, including one where shots were heard from the parking lot of the Woodland Trails park and 50 spent shotgun shells were found. Director Haney said police were called and it took a couple of hours for them to respond. Officer Adam Munoz will be the new daytime officer patrolling the District. It was reported that cars are being parked along the street at 7823 Winehill and an officer will be asked to talk to the owner of a wrecker service at that address.

MINUTES

Director Shepard moved approval of the minutes of the Board's October 10, 2024 meeting, which motion was seconded by Director Blackwell and carried by unanimous vote.

CONSENT AGENDA

BOOKKEEPER, INVESTMENT OFFICER, AND TAX ASSESSOR-COLLECTOR REPORTS

Debbie Bessire presented and reviewed with the Board the bookkeeper and investment officer reports and checks for approval, copies of which are filed in the District's electronic records. In response to a question of Director Haney, Debbie said she will look into why there is revenue reflected in the District's Debt Service Fund.

Ms. Bessire next presented the tax assessor-collector's report with checks for approval, a copy of which is filed in the District's electronic records. She reported that the 2023 tax levy is 98.1% collected and the 2024 tax levy is 3.4% collected.

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 nothing has been heard back from TCEQ regarding the proposed agreed order. A metes and bounds description is needed for the proposed easements for construction of City of Houston surface water to Water Plant No. 1, and Mr. Humble recommended approval of a proposal received from McKim and Creed, the surveyor, in the amount of \$2,900 to prepare the metes and bounds description. **Director Shepard moved approval of the bid from McKim and Creed in the amount of \$2,900, which motion was seconded by Director Mathewes and carried by unanimous vote.**

Mr. Humble next reported that the contractor re-installed the water well pumping equipment at Water Well No. 1 and the well is back online, but he has not yet received the additional cost to pull and reset the well; the camera survey Phase 1A is mostly complete but the contractor is having access issues, and Sean will meet the contractor to look for the 24-inch manhole because if it fails

it will cause a problem; progress continues toward City of Houston groundwater reduction compliance; Harris County Flood Control District's proposition passed at the November 5th election and the Flood Control District will be doing some maintenance on the White Oak Bayou, such as replacement of outfall pipes; the engineer has reviewed plans for the proposed gas station at 8520 Warren Road and has provided comments; the engineer and utility operator continue to work together to respond to the TCEQ's inspection at the District's water plants, and the engineer is updating the District's Emergency Preparedness Plan; and the hydropneumatic tank at Water Plant No. 1 will need to have its interior re-coated soon.

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 that she had emailed the reports of Worldwide Power Products to Directors prior to the meeting; that there was a TCEQ inspection on October 17th at the District's wastewater treatment plant and all is good; the wastewater treatment plant was operated within permit parameters for the month of September; there had been nine service terminations after the Board's last meeting for non-payment of water bills, three of which are still off; and she presented the list of proposed service terminations for this month for non-payment of water bills, noting that water service will not be terminated during the week of Thanksgiving.

In response to Directors, Ms. Pacioni stated that she will contact Caleb Burson with Accurate Meter & Supply for an update on the meter replacement project. In response to Directors, Ms. Pacioni stated that the large billing from TNG is due to the lead/copper rule revisions. The utility operator will double check to confirm the service lines found with lead or that are marked as unknown. Jeanelle Walker asked Claudine about the sidewalk at E. Ridge Drive and Redlands Drive still being lifted and tore up, and Claudine said she will investigate. **Director Ross moved approval of payments to Worldwide Power Products in the amounts of \$5,675 (hose) and \$6,645 (Water Plant #2), which motion was seconded by Director Blackwell 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 an increase in the hourly rate for Legal Assistant (Cindy) to \$150.00 per hour, and that his hourly rate for Attorney will remain the same at \$200.00 per hour. He noted his rates have been unchanged for over 20 years.

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 two upcoming bookings for the District's building, and that one lady came by before tonight's meeting for a tour of the building. In response to queries of Director Blackwell, Director Haney stated that he has not yet advertised the building's availability for rental in Next Door, and Director Ross stated that the cuttings from Earth Care will be reduced beginning in December. Sean Humble stated that he will look into a leaning light pole as reported by Director Blackwell. Upon request from Director Ross, **Director Haney**

moved approval for Director Ross to purchase mulch for the trees and seasonal plants to be planted by the sign at the entrance to the District’s walking trail, which motion was seconded by Director Blackwell 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.

(SEAL)

Secretary, Board of Directors

**COMMITMENTS FOR ACTION
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 23
MEETING OF NOVEMBER 14, 2024**

BOOKKEEPER to look into why there is revenue reflected in the District's Debt Service Fund.

TAX ASSESSOR/COLLECTOR to NONE

OPERATOR to *notify customers of lead and galvanized lines*; double check to confirm the service lines found with lead or that are marked as unknown; contact Caleb Burson with Accurate Meter & Supply for an update on the meter replacement project; and investigate sidewalk at East Ridge Drive and Redlands Drive as still being lifted and tore up.

ATTORNEY to call District's December 12th meeting early beginning at 4:00 PM.

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*; and look into a leaning light pole as reported by Director Blackwell.

BUILDING COORDINATOR to *pursue getting bids for removing and grinding stumps of two dead trees on the walking trail and trimming hanging branches*; and purchase mulch for the trees and seasonal plants to be planted by the sign at the entrance to the District's walking trail.

DIRECTOR HANEY to *proceed with setting up Next Door account and advertising the District's building for rentals*.

DIRECTOR MATHEWES to request a bid for work and crushed granite at the walking trails.

DIRECTOR BLACKWELL to get contact information from Jeanelle Walker to request a bid for boulders to be placed at entrance to the park to prevent UTV's and vehicles from entering.