

## NOTICE OF MEETING

### FORT BEND COUNTY MUNICIPAL UTILITY DISTRICT NO. 23

The Board of Directors of Fort Bend County Municipal Utility District No. 23 will hold a regular meeting on **Thursday, March 28, 2024, at 5:30 p.m.**, at the offices of Allen Boone Humphries Robinson LLP, Phoenix Tower, 3200 Southwest Freeway, Suite 2400, San Jacinto Room, Houston, Texas\*, to discuss and, if appropriate, act upon the items listed below:

1. Public comments (maximum 3 minutes per person).\*\*
2. CONSENT AGENDA: The following items are considered routine by the Board and will be enacted by one motion. No separate discussion will occur on these items unless a Board member so requests, in which event the item will be removed and placed on the Non-Consent Agenda.
  - a. Approve minutes.
  - b. Tax assessment and collection matters, including delinquent tax collections, installment agreements, and payment of tax bills.
  - c. Operation of District facilities, including billings, repairs and maintenance, customer correspondence, message language on bills, and delinquent back charges.
  - d. Garbage and recycling matters.
  - e. Phase II Small MS4 General Permit and Storm Water Management Plan, including status of compliance, necessary training and public comment.
3. NON-CONSENT AGENDA
  - a. Items removed from the Consent Agenda.
  - b. Parks and recreational facilities matters, including:
    - i. update on pending repairs and authorize additional repairs and improvements as appropriate;
    - ii. design of park facilities, plan approval, advertisement for bids, contract award, and pay estimates for park construction projects, including:
      - aa. 10-acre park tract;
    - iii. update on Master Park and Trail Plan; and
    - iv. Texas Parks and Wildlife Recreational Grant.
  - c. Development in the District.
  - d. Financial and bookkeeping matters, including payment of bills and review of investments.
  - e. Engineer's report, including:
    - i. authorize design of facilities, approve plans and specifications and authorize advertisement for bids for projects in the District, including:
      - aa. waterline and sanitary sewer extensions along South Post Oak Boulevard;

- bb. 16-inch water line installation on Buckwood Court; and
- cc. wastewater treatment plant improvements;
- ii. review bids and award contracts for projects in the District;
- iii. approve pay estimates, change orders and final acceptance as appropriate, including:
  - aa. water supply plant no. 1 motor control center improvements;
- iv. update on TCEQ Alternate Capacity Request for Water System;
- v. update on wastewater treatment plant oxidation ditch repair insurance reimbursement;
- vi. proposal for rerating the wastewater treatment plant;
- vii. Capital Improvement Plan;
- viii. South Post Oak Boulevard extension, including sidewalks;
- ix. Lake Olympia Parkway;
- x. Chimney Rock Road;
- xi. Westenfeldt Road;
- xii. West Sycamore Road;
- xiii. deeds, easements, consents to encroachment, requests for service or utility commitment requests, including conveyance of various tracts to the District;
- xiv. requests for consents to encroachments or utility commitment letters;
- xv. expansion of the regional water system; and
- xvi. Fort Bend County drainage matters.
- f. Annexation matters.
- g. Review Emergency Preparedness Plan and authorize filing of updates, if necessary.
- h. Review Critical Load Spreadsheet for District's facilities and authorize annual filing.
- i. Additional operating matters, including:
  - i. hearing on the termination of water and sewer service to delinquent customers, authorize termination of service, and process uncollectible accounts as applicable;
  - ii. water smart matters;
  - iii. authorize operator to file annual water loss audit;
  - iv. review Water Conservation Plan, approve annual report and water conservation implementation report on implementation of Water Conservation Plan; adopt Order Adopting Amended and Restated Water Conservation Plan, and authorize submittal to the Texas Water Development Board;
  - v. review Drought Contingency Plan and Adopt Order Adopting Amended and Restated Drought Contingency Plan; and

- vi. conduct annual review and receive report from operator on Identity Theft Prevention Program and adopt Identity Theft Prevention Program Amendment.
- j. District security matters.
- k. 2024 Directors Election, including:
  - i. accept Certificate Declaring Unopposed Status of Candidates for Election to the Board of Directors;
  - ii. adopt Order Cancelling Election and Declaring Unopposed Candidates Elected to Office; and
  - iii. authorize cancellation of county contract for election services.
- l. Administrative manager/building matters.
- m. District website and communication matters, including approve related proposals and correspondence.
- n. Update on Maintenance Agreement between the District, Winfield Lakes Homeowners Association, and Winfield Lakes Community Association and take appropriate action.
- o. Discuss 2024 Water Conservation Program.
- p. Reports from Directors and District consultants on District operations.

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**AVISO DE ASAMBLEA  
DISTRITO MUNICIPAL NO. 23 DE SERVICIO  
PÚBLICO DEL CONDADO DE FORT BEND**

La Junta Directiva del Distrito Municipal No. 23 de Servicio Público del Condado de Fort Bend, Texas, llevará a cabo una asamblea ordinaria el **jueves de marzo 28 de 2024, a las 5:30 p.m.**, en las Allen Boone Humphries Robinson LLP, Phoenix Tower, Suite 2400, San Jacinto Room, 3200 Southwest Freeway, Houston, Texas, para discutir y de ser apropiado actuar sobre los siguientes puntos:

- 3.k. Elección de Directores de 2024, incluyendo:
  - i. aceptar el Certificado que Declara el Estatus de Candidatos Sin Oponentes Para la Elección de la Junta Directiva;
  - ii. adoptar una Orden que Cancela la Elección y Declara Electos a los Cargos a los Candidatos Sin Oponentes; y

- iii. autorizar la cancelación del contrato de servicios electorales del condado.



  
Attorney for the District

*Fort Bend County Municipal Utility District No. 23 reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by the Texas Open Meetings Act, Texas Government Code §§ 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberation about Security Devices), and any other provision under Texas law that permits a governmental body to discuss a matter in a closed executive session.*

**\*The Board will conduct an in-person meeting at its physical meeting location. The Board is currently making available a telephone option for members of the public to listen to the meeting and to address the Board during the public comment agenda item. The telephone number is 888-204-5984, Access Code: 2868263.**

**\*\* A statement of no more than 3 minutes may be made of items of general relevance or related to items listed on the posted meeting agenda. There will be no yielding of time to another person. State law prohibits the Board from commenting on any statement or engagement in dialogue without an appropriate agenda item being posted in accordance with the Texas Open Meetings Act. Comments should be directed to the entire Board, not individual members. Engaging in verbal attacks or comments intended to insult, abuse, malign, or slander any individual shall be cause for termination of time privileges.**

Persons with disabilities who plan to attend this meeting and would like to request auxiliary aids or services are requested to contact the District's attorney at (713) 860-6400 at least three business days prior to the meeting so that the appropriate arrangements can be made.

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