

MINUTES  
FORT BEND COUNTY MUNICIPAL UTILITY DISTRICT NO. 23

March 26, 2026

The Board of Directors (the "Board") of Fort Bend County Municipal Utility District No. 23 (the "District") met in regular session, open to the public, on the 26th day of March, 2026, at Allen Boone Humphries Robinson LLP, 3200 Southwest Freeway, Suite 2400, Houston, Texas 77027, outside the boundaries of the District, and the roll was called of the members of the Board:

William Thomas	President
Anzilla Gilmore	Vice President
Ellen Hughes	Secretary
Chris Robinson	Assistant Vice President
Brian Cokes	Assistant Secretary

and all of the above were present, thus constituting a quorum.

Also attending the meeting in person were Suzanne Villarreal of McCall Gibson Swedlund Barfoot PLLC; Cameron Brown of Assessment of the Southwest, Inc.; Erin Garcia of Myrtle Cruz, Inc.; Jorge Gonzalez of LJA Engineering, Inc. ("LJA"); Calvin Browne and Ursalla Kelly of Municipal District Services, LLC ("MDS"); Danae Dehoyos of Touchstone District Services ("Touchstone"); Brian Srubar of McFadden Trachtenberg PLLC; Derek Coleman, a resident of the District; Bryan McKinney, a member of the public; and Adisa Harrington and Kia Fields of Allen Boone Humphries Robinson LLP ("ABHR").

Also attending the meeting by teleconference was Brett Tagtmeyer of LJA.

PUBLIC COMMENTS

Ms. Harrington offered any members of the public attending the meeting the opportunity to make public comment.

Mr. Coleman introduced himself and stated that he is a candidate in the District's upcoming directors' election.

Mr. McKinney also introduced himself and stated that he is attending the meeting to observe.

There being no additional members of the public requesting to make public comment, Ms. Harrington moved to the next agenda item.

## CONSENT AGENDA

The minutes of the February 26, 2026, regular Board meeting, and consultant reports were provided in advance of the meeting. After discussion, Director Hughes moved to approve all items, and to direct that, where appropriate, items are filed appropriately and retained in the District's official records, including the following: (1) the minutes from the February 26, 2026, regular Board meeting; (2) the tax assessor/collector's report and delinquent tax report; and (3) the operator's report. Director Thomas seconded the motion, which carried unanimously. Copies of all consultant reports are attached.

## APPROVE AUDIT FOR FISCAL YEAR END DECEMBER 31, 2025

Ms. Villarreal presented and reviewed the audit for the fiscal year ending December 31, 2025. Following review and discussion, Director Hughes moved to approve the audit and management letter for the fiscal year ending December 31, 2025, subject to final review. Director Gilmore seconded the motion, which passed unanimously.

## FINANCIAL AND BOOKKEEPING MATTERS; AMENDMENT TO BOOKKEEPING AGREEMENT

Ms. Garcia presented and reviewed the bookkeeper's report, investment report, and the bills presented for payment from the District's accounts.

Following review and discussion, Director Hughes moved to approve the bookkeeper's report, investment report and payment of the bills. Director Gilmore seconded the motion, which carried unanimously. A copy of the bookkeeper's report is attached. The Board deferred consideration of the amendment to the bookkeeping agreement until the next Board meeting.

## ENGINEERING MATTERS; UPDATE ON ANNEXATION MATTERS

Mr. Gonzalez presented and reviewed the engineer's report, a copy of which is attached.

Following review and discussion, Director Thomas moved to approve the engineer's report. Director Robinson seconded the motion, which carried unanimously. There was no discussion on annexation matters.

REVIEW EMERGENCY PREPAREDNESS PLAN AND AUTHORIZE FILING OF UPDATES

Mr. Browne discussed the District's Emergency Preparedness Plan ("EPP") and requirements to file any updates with the Texas Commission on Environmental Quality ("TCEQ"). He stated that no updates are needed to the EPP at this time.

CRITICAL LOAD SPREADSHEET

Ms. Harrington reviewed the Critical Load Spreadsheet (the "Spreadsheet") for District facilities with the Board. She stated that the District's operator, engineer, and bookkeeper have reviewed the Spreadsheet and made any necessary revisions. Ms. Harrington added that the Spreadsheet will be filed with the appropriate governmental agencies and entities, as required by the Water Code. Following review and discussion, Director Hughes moved to authorize annual filing of the Spreadsheet and direct that it be filed appropriately and retained in the District's official records. Director Cokes seconded the motion, which passed unanimously.

ADDITIONAL OPERATING MATTERS, INCLUDING TERMINATION OF WATER AND SEWER SERVICE; WATER LOSS AUDIT; WATER CONSERVATION PLAN; DROUGHT CONTINGENCY PLAN; IDENTITY THEFT PREVENTION PROGRAM

Mr. Browne presented a list of delinquent customers and reported the residents on the termination list were delinquent in payment of their water and sewer bills and were given written notification, in accordance with the District's Rate Order, prior to the meeting of the opportunity to appear before the Board of Directors to explain, contest, or correct their bills and to show why utility services should not be terminated for reason of non-payment.

Mr. Browne requested authorization to write off 18 uncollectable accounts totaling \$3,371.34 and send them to a collection agency.

Mr. Browne stated that the District is required to prepare a water loss audit every year. He added that MDS is finalizing the water loss audit that is due on May 1, 2026.

Mr. Browne reviewed the annual report for the District's Water Conservation Plan.

Mr. Browne reviewed the District's Drought Contingency Plan with the Board. He stated that no revisions are recommended to the current Plan at this time. The Board concurred that no action was necessary.

Mr. Browne reported that Frontier Utilities is requesting payment in the amount of \$10,395.85 from the District for work completed at 1311 Trammel Fresno. Following

discussion, the Board concurred for Mr. Browne to look into this matter further and coordinate accordingly with Frontier Utilities.

The Board discussed the hole by the sign at the M.R. Massey Building. Following discussion, the Board concurred for MDS to fill in the hole.

The Board discussed an area that is marked off by the Walgreens. Following discussion, the Board concurred for Mr. Browne to look into this matter further.

The Board deferred taking action on the annual review of the District's Identity Theft Prevention Program until the next Board meeting.

Following review and discussion, Director Hughes moved to (1) authorize termination of delinquent accounts in accordance with the District's Rate Order and direct that the delinquent customer list be filed appropriately and retained in the District's official records; (2) authorize MDS to write off 18 uncollectable accounts totaling \$3,371.34 and send them to a collection agency; (3) authorize MDS to prepare and submit the water loss audit; and (4) approve the annual report for the Water Conservation Plan, subject to finalization by MDS, direct that the report be filed appropriately and retained in the District's official records, and authorize MDS to submit the report to the Texas Water Development Board. Director Cokes seconded the motion, which passed unanimously.

#### UPDATE ON WASTEWATER TREATMENT PLANT OXIDATION DITCH REPAIR INSURANCE REIMBURSEMENT

There was no discussion on this agenda item.

#### DISTRICT SECURITY MATTERS

The Board discussed security matters in the District. Director Thomas reported that the Sheriff anticipates adding additional security officers.

#### PARKS AND RECREATIONAL FACILITIES MATTERS

Mr. Tagtmeyer presented and reviewed the landscape architect's report, a copy of which is attached.

Mr. Tagtmeyer updated the Board on the 10-acre park tract. He reported that LJA will be submitting the plans in April or May for Fort Bend County approval.

#### ADMINISTRATIVE MANAGER/BUILDING MATTERS

Ms. Kelly presented and reviewed the administrative manager's report, a copy of which is attached.

Following review and discussion, Director Hughes moved to approve the administrative manager's report, as discussed. Director Gilmore seconded the motion, which passed unanimously.

#### DISTRICT AMENITIES OPERATION AND MAINTENANCE MATTERS

Ms. Harrington reported that Winfield Lakes Community Association (the "CA") has requested the District pay an additional reimbursement for the cost to maintain the areas around the Winfield Lakes detention pond. She added that the District previously agreed to pay \$1,600.00 a month to the CA for maintenance around the district's ponds, and then the District added an additional \$300.00 last year because the CA requested additional payment. Ms. Harrington reported that the CA is now requesting the District pay an additional \$100.00 per month, which would increase the total monthly payment to \$2,000.00. Discussion ensued. Following discussion, the Board concurred for Mr. Browne to follow up with CDC Unlimited, LLC to obtain a proposal for the maintenance, as discussed.

#### UPDATE ON DISTRICT CONDEMNATION

There was no discussion on this agenda item.

#### 2026 SHRED EVENT/WATER CONSERVATION PROGRAM

The Board discussed the 2026 shred event scheduled for April 25, 2026.

#### DISTRICT WEBSITE AND COMMUNICATION MATTERS

Ms. Dehoyos discussed communication matters in the District and updates to the District's website. A copy of the communications report is attached.

#### REPORTS FROM DIRECTORS AND DISTRICT CONSULTANTS ON DISTRICT OPERATIONS

The Board discussed an email from a District resident regarding land that is not being mowed or maintained near the entrance to the Estates of Teal Run. Following discussion, the Board requested that the District engineer confirm ownership of the land in question and then ABHR notify the resident who owns the land and is responsible for its maintenance.

Director Hughes reported that Teal Run will be holding a shred day on Saturday, March 27, 2026.

#### CONVENE IN EXECUTIVE SESSION

Director Thomas left the meeting.

The Board convened in executive session at 6:46 p.m., pursuant to Section 551.071, Texas Government Code, to conduct a private consultation with attorney to discuss pending or contemplated litigation, or a settlement offer.

RECONVENE IN OPEN SESSION

The Board reconvened in open session at 6:53 p.m. There was no Board action taken.

There being no further business to come before them, the Board concurred to adjourn the meeting.

  
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Secretary, Board of Directors

(SEAL)



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