

## 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, November 30, 2017, at 6:00 p.m.**, at the offices of Allen Boone Humphries Robinson LLP, Phoenix Tower, Suite 2400, San Jacinto Room, 3200 Southwest Freeway, Houston, Texas, to discuss and, if appropriate, act upon the following items:

1. Public comments.
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. TCEQ Phase II Small MS4 General Permit, including status of compliance, necessary training, and public comment.
  - e. Administrative manager matters, including:
    - i. administration building; and
    - ii. newsletter and website.
3. NON-CONSENT AGENDA
  - a. Items removed from the Consent Agenda.
  - b. Authorize auditor to conduct audit for fiscal year end December 31, 2017.
  - c. Garbage and recycling matters.
  - d. Parks and recreational facilities matters, including:
    - i. update on pending repairs and authorize additional repairs and improvements as appropriate;
    - ii. authorize design of park/recreational facilities;
    - iii. approve plans and specifications and authorize advertisement for bids for park/recreational facilities;
    - iv. review bids and award contracts for park/recreational projects;
    - v. approve pay estimates, change orders and final acceptance as appropriate for park/recreational facilities, including:
      - aa. Andover Farms park improvements and Winfield Lakes tennis courts;
      - bb. sidewalk along Teal Bend Boulevard;
    - vi. development of 10-acre tract.

- e. Report on development in the District.
- f. Adopt Resolution Voting for Director for Board of Director Election for Fort Bend Central Appraisal District.
- g. Consent to assignment and approve an amendment of Tax Assessor/Collector Contract.
- h. Financial and bookkeeping matters, including:
  - i. payment of bills and review of investments;
  - ii. adopt District and regional facilities budgets for fiscal year end December 31, 2018; and
  - iii. Travel Reimbursement Guidelines and Director Expenses for the Association of Water Board Directors winter conference.
- i. 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. water plant no. 1 booster pump variable frequency drive;
    - bb. water plant no. 1 ground storage tank no. 2;
    - cc. water plant nos. 1 and 2 recoating;
    - dd. wastewater treatment plant bar screen replacement;
    - ee. effluent reuse facilities at the wastewater treatment plant;
  - ii. review bids, award contracts and approve letter financing agreements for projects in the District, including:
    - aa. Trammel Fresno Road expansion project and related relocation of District facilities;
  - iii. approve pay estimates, change orders and final acceptance as appropriate, including:
    - aa. Cambridge Falls, Section 10;
    - bb. Cambridge Falls, Section 11;
    - cc. lift station generators;
  - iv. renewal of wastewater treatment plant permit;
  - v. proposal for rerating the wastewater treatment plant;
  - vi. Sycamore/Rabb Road extension and proposed land swap, and, if appropriate, approve related documents;
  - vii. Chimney Rock Road extension;
  - viii. South Post Oak Boulevard extension;
  - ix. deeds, easements or utility conveyances;
  - x. requests for consents to encroachments or utility commitment letters;
  - xi. proposed annexations, including:
    - aa. approve annexation agreement; and
    - bb. authorize engineer to prepare feasibility study;
  - xii. proposed expansion of the regional water system; and

- xiii. consider request from Skymark Development Company, Inc. for temporary water and sewer capacity to serve tracts of land that may be annexed into Fort Bend County Municipal Utility District No. 24 and, if appropriate, approve related documents including capacity agreement.
- j. Additional operating matters, including:
  - i. update on installation of smart meters in the District; and
  - ii. hearing on the termination of water and sewer service to delinquent customers, authorize termination of service, and process uncollectible accounts as applicable.
- k. Amend Rate Order.
- l. District security matters.
- m. Discuss changing date of the December Board of Directors meeting due to holidays.
- n. Review and update Eminent Domain Report to the Texas Comptroller.
- o. Authorize renewal of District's insurance policies.
- p. Reports from Directors and District consultants on District operations.



*Adisa Harrington*  
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Attorney for the District