

HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 304
NOTICE OF MEETING

Notice is hereby given to all interested members of the public that the Board of Directors (“Board”) of the above captioned District will hold a meeting, open to the public at **12525 Wellington Parkway, Houston, Texas 77014**, a designated meeting place inside the boundaries of the District. The meeting will be held on **Thursday, February 20, 2025, at 6:00 p.m.**, to consider and authorize any action related to the following:

- 1) Consider adoption of Resolution Amending and Restating District Civility and Decorum Policy;
- 2) Public Comments (*Public Comment Policy in Effect*);
- 3) Approval of minutes of prior meeting(s);
- 4) Law Enforcement/Security Report(s);
- 5) Consider re-composition of Board Officer positions;
- 6) Discussion related to District liaison list positions and amendment of list as needed;
- 7) Communications consultant report, including website updates and approval of additional services as needed;
- 8) Tax Assessor’s report, including payment of invoices and update on delinquent tax collections;
- 9) Bookkeeper Report, including review, approval, and payment of any outstanding invoices and amendment of budget as necessary;
 - a) Investment Officer report, including any actions as necessary with investment products;
- 10) Detention and Drainage Facilities Report, including authorization of additional work proposals (*Champions Hydro-Lawn*);
- 11) Receive update regarding developer project on Spears Rd. tract, including:
 - a) Authorization for engineer to prepare utility commitment letter to D.R. Horton;
 - b) Authorization for attorney to prepare utility development agreement with D.R. Horton;
- 12) Update on proposed Series 2025 Bond application report, including financial schedules, summary of costs, and timeline for issuance;
- 13) Engineer’s Report, including conveyances, development matters, facility improvements and CIP projects, related agreements and matters;
 - a) Water Distribution Improvements;
 - b) Water Plant Improvements;
 - c) Silver Chase Meadows Park Project;
 - d) District Trails Update;
 - e) Wastewater Treatment Plant (“WWTP”) Access Road Repair;
 - f) Proposed WWTP Expansion Project;

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- g) April Wind Drive Development;
 - h) Update on developer (*Sachs*) property conveyance;
 - i) Discuss and approve repair/replacement of District owned fence(s);
- 14) Adopt Resolution Concerning Annual Review of Wage Rate Scales;
- 15) Operator's Report, including approvals of requested repairs and bids, delinquencies and write-offs, and approval of cutoff list;
- a) Update on Identity Theft Prevention Program (*Red Flag Policy*);
 - b) TCEQ FMT/90-day assessment update;
 - c) Status of District emergency interconnect contracts;
 - d) Review District Emergency Preparedness Plan;
 - e) Approval of O&M/repair Proposals;
 - f) Discussion and approval of Drought Contingency Plan and filing of same;
 - g) Authorize Operator to provide information to Districts receiving water through emergency interconnect relative to Consumer Confidence Report;
- 16) General Manager/Administration Building Report, including:
- a) Review and approve monthly expenditures, supply needs, maintenance/repairs of equipment, building cleanings, capital improvements, and security upgrades;
 - b) Updates on past District sponsored Events and planning of future District sponsored Events;
 - c) Update on District property purchases and/or disposal of surplus property; including adopting orders, declaring property as surplus, and authorizing disposal of same;
 - d) Discuss policies and restrictions on management company approved spending;
 - e) Update on repairs and improvements to Facilities, including approvals of proposals as needed;
 - i.) Playground Equipment Repairs
 - ii.) Tennis Court Repairs;
 - iii.) Basketball Court Repairs;
 - iv.) Splashpad Resurfacing/Repairs;
- 17) Director items:
- a) Approve Director registration and attendance at Summer Conference for AWBD;
 - b) Use of video surveillance System at Administration Building;
 - c) Review procedures and guidelines for District Projects and approvals;
 - d) Discuss the presence and expectations of security at meetings;
 - e) Revisit current building rental agreement, including approved use/fees for HOAs;
 - f) Discussion of legal requirements for Director Fees of Office and review of Ethics Policy;
 - g) Guidelines concerning the agenda;
 - h) Current disposition of the investigation report;
- 18) Update on Rate Study from Superior Management, LLC, including:
- a) Consideration of CHRWA fee increases and authorize amendment of rate order if necessary;

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- 19) Attorney Report;
- a) Approve renewal proposal for District insurance (AJG Expires March 31st);
 - b) Authorize filing of continuing disclosure report;
 - c) Authorize filing of Special Purpose District report with Comptroller's Office;
 - d) Receive report from MAC regarding arbitrage compliance;
- 20) Discuss pending business and matters for future agendas.
- 21) Executive Session (**pursuant to Texas Government Code, Section 551.071, et. seq.*)
- a) Discussion related to current legal matter Moses v. Harris County MUD 304 Cause #202464643;
 - b) Discussion related to Fallbrook Church and communications with legal counsel;
- 21) Reconvene in open session and authorize any action resulting from executive session;



Mitchell, Zientek & Scruggs, LLP


Frank Mitchell, Partner
Attorney for the District

Persons with disabilities who require auxiliary aids or services at the meeting are asked to contact the District's attorney at 281-719-1990 at least three (3) business days prior to the meetings so that appropriate arrangements can be made.

**The District 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 Texas Government Code, Section 551.071 (Consultation with Attorney), Section 551.072 (Deliberations about Real Property), Section 551.073 (Deliberations about Gifts and Donations), Section 551.074 (Personnel Matters), Section 551.076 (Deliberations about Security Devices), Section 551.087 (Economic Development), and other matters as allowed by law.*