

HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 304
Minutes of Special Meeting of Board of Directors
July 26, 2024

The Board of Directors (the “Board”) of Harris County Municipal Utility District No. 304 (the “District”) held their regular meeting in accordance with the duly posted notice of meeting and the Texas Open Meetings Act. The roll was called of the duly constituted officers and members of said Board, as follows:

Sharon Mayo	-	President
Geri Scott	-	Vice President
Michael Garrett	-	Secretary
Larry Gene Allen Sr.	-	Director
LaFrances Moses	-	Director

All of said persons were present, except Directors Allen and Moses, thus constituting a quorum.

Also present were Frank Mitchell and Daniel Scruggs of Mitchell, Zientek & Scruggs, LLP (the “District’s Attorney” or “MZS”); Diondria Smith, administrator of the District Administrative Building; Phillip Givens of Superior Rate Management, LLC (“Superior”); and various members of the public.

Director Mayo opened the meeting and introduced Mr. Phillip Givens.

RATE STUDY

Mr. Givens introduced himself to the Board and the public. He discussed his background and experience. He presented his proposed rate study to the Board and the public. Various members of the public made questions to Mr. Givens, who in turn answered questions. He reviewed matters related to asset management, fixed costs, preventative maintenance, and emergency preparedness plans and how all of these factors contribute to the rate study and overall financial health of a District. The public was very involved in the discussion. After reviewing the proposal, Director Garrett made a motion to approve hiring Superior Management to conduct a rate study for \$13,000. The motion was seconded by Director Mayo and passed unanimously.

MOSQUITO CONTROL

The Board asked to defer again due to contract issues and requests to get another proposal.

MANAGEMENT COMPANY AND ADMINISTRATIVE BUILDING UPDATES

The Board asked to defer this item due to the new General Manager not starting until August 1, 2024.

PUBLIC COMMENTS

The members of the public were then given an opportunity to address the Board. There was a question about having regular meetings that include subjects that could have been in executive session. Another question involved other comments was about the amount of director fees that have already been incurred. Director Scott discussed how both director fees and reimbursements were included within those totals. Director Mayo discussed why the fees were higher than expected, explaining the \$7,200 annual cap on per diems. Mr. Mitchell explained the Director pay process in more detail. Another member of the public had a question about a tree and standing water. Mr. Mitchell advised that he would be happy to try and help locate who owns the tree and request assistance. Then there was an inquiry about minutes missing from the website. Mr. Mitchell explained that those minutes were still in draft form and had not been officially approved by the Board at this time and once they are will they be added to the website. Then a resident brought up a concern about loose animals in the neighborhoods. Mr. Mitchell referred them to the Harris County Animal Control and local law enforcement. Another person brought up a comment about the storm sewers and in particular an issue within Silverglen North. Directors Mayo and Garrett offered to help from the HOA prospective as well. Then the Board heard a comment about the Q&A process with the Board and the civility of meetings. Director Mayo discussed why there has been so much hostility. A comment was made about adding other helpful numbers such as Harris County Flood Control and Harris County Animal Control to the website. Public comments then continued in a disorderly fashion with various members of the public speaking out of turn.

EXECUTIVE SESSION

The Board entered executive session at 8:16 p.m. for consultation with attorney.

RECONVENE IN OPEN SESSION AND AUTHORIZE ANY ACTION RESULTING FROM EXECUTIVE SESSION

The Board reconvened into open session at 8:34 p.m. with no action to be taken.

PENDING BUSINESS, MATTERS FOR FUTURE AGENDAS, AND SCHEDULE FOR UPCOMING MEETINGS, ADJOURNMENT

There were no additional items requested at this time.

Approved this 15th day of August, 2024.

/s/Michael Garrett
Secretary, Board of Directors



LIST OF EXHIBITS

- Exhibit A - Sign-in Sheet
- Exhibit B - Bookkeeper's Report
- Exhibit C - Tax Assessor's Report
- Exhibit D - Engineer's Report
- Exhibit E - Operator's Report