

**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, January 16, 2025, at 6:00 p.m.**, to consider and authorize any action related to the following:

- 1) Public Comments (*Public Comment Policy in Effect*);
- 2) Approval of minutes of prior meeting(s);
- 3) Consider authorizing RFPs for new District legal counsel;
- 4) Law Enforcement/Security Report(s);
  - a) Consider termination of Willsher Security, LLC;
- 5) Communications consultant report, including website updates and approval of additional services as needed;
- 6) Update on Rate Study from Superior Management, LLC, including authorize amendment of rate order if necessary;
- 7) Tax Assessor’s report, including payment of invoices and update on delinquent tax collections;
- 8) Consideration of granting exemptions from taxation for 2025;
- 9) Adopt Resolution Authorizing Additional Penalty on Delinquent Personal Property Taxes;
- 10) 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;
- 11) Detention and Drainage Facilities Report, including authorization of additional work proposals (*Champions Hydro-Lawn*);
- 12) Discuss and approve repair/replacement of District owned fence(s);
- 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;
  - g) April Wind Drive Development;

**HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 304  
NOTICE OF MEETING**

- h) Update on developer (*Sachs*) property conveyance;
- 14) Financial Advisor Report;
- a) Update on proposed Series 2025 Bond application report, including financial schedules, summary of costs, and timeline for issuance;
  - b) Discussion regarding potential refunding bond opportunity;
  - c) 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;
- 15) 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) Update on repairs and improvements to Facilities, including approvals of proposals as needed;
- 16) Consider re-composition of Board Officer positions;
- 17) Discussion related to District liaison list positions and amendment of list as needed;
- 18) Director items:
- a) Use of video surveillance System at Administration Building;
  - b) Review procedures and guidelines for District Projects and approvals;
  - c) Discuss the presence and expectations of security at meetings;
  - d) Revisit current building rental agreement, including approved use/fees for HOAs;
  - e) Discussion of legal requirements for Director Fees of Office and review of Ethics Policy;
  - f) Update on information request;
  - g) Current disposition of the investigation report;
- 19) Attorney Report;
- a) Authorize solicitation of bids for insurance proposals (*AJG Expires March 31<sup>st</sup>*);
  - b) Authorize filing of continuing disclosure report;
  - c) Authorize filing of eminent domain report with Comptroller's Office;
- 20) Discuss pending business and matters for future agendas.
- a) Executive Session (*\*pursuant to Texas Government Code, Section 551.071, et. seq.*)

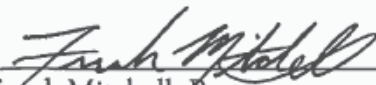
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 304  
NOTICE OF MEETING

b) Discussion related to current legal matter Moses v. Harris County MUD 304 Cause #202464643;

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.

*In response to Senate Bill 554 of the 85<sup>th</sup> Legislative Session, further amending Texas Water Code §49.063, the District is providing the following petition process description: After at least fifty (50) qualified electors are residing in a district, on written request of at least five (5) of those electors, the Board shall designate a meeting place and hold meetings within the District. If no suitable meeting place exists inside the District, the Board may designate a meeting place that is located not further than 10 miles from the boundary of the District. On the failure, after a request is made under Texas Water Code §49.062(c), of the Board to designate the location of the meeting place within the District or not further than 10 miles from the boundary of the District, five (5) electors may petition the Texas Commission on Environmental Quality ("TCEQ") to designate a location. If it determines that the meeting place used by the District deprives the residents of a reasonable opportunity to attend district meetings, the TCEQ shall designate a meeting place inside or outside the District which is reasonably available to the public and require that the meetings be held at such place.*