

## **HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 304**

### **Minutes of Meeting of Board of Directors**

**May 15, 2025**

The Board of Directors (the “Board”) of Harris County Municipal Utility District No. 304 (the “District”) held a 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
Sandra Ford	-	Secretary
Larry Gene Allen Sr.	-	Director
LaFrances Moses	-	Director

All of said members were present thus constituting a quorum.

Also present were Jared Bowlin of EHRA Engineering (the “District’s Engineer” or “EHRA”); Yvonne Luevano of Wheeler & Associates, Inc. (the “District’s Tax Assessor” or “Wheeler”); Juan Rojas of Precision Utility Services, LLC (the “District’s Operator” or “Precision”); Nannette Ray and Terrance Ray and of TNR Advisors & Management Consultants, LLC (the “District’s Bookkeeper” or “TNR”); Frank Mitchell and Josh Zientek of Mitchell, Zientek & Scruggs, LLP (the “District’s Attorney” or “MZS”); Juan Galvan of TXMGMT, LLC (“TXMGMT”); Chip Patronella of Champions Hydro-Lawn, Inc. (“Champions”); Officers of the Harris County Precinct 4 Constable’s Office (“HCCO4”); Officer Hodge of Willsher Security, LLC (“Willsher”) Simon VanDyk and Jenna Craig of Touchstone Communications (“Touchstone”); representatives of D.R. Horton; and various members of the public.

### **PUBLIC COMMENTS**

The Board received comments from several members the public with no action taken.

### **MINUTES OF PRIOR BOARD MEETING(S)**

Director Moses noted several proposed corrections to previous minutes. The Board discussed several of the proposed changes and concurred with some, leaving some, and changing others. Director Moses made a motion to approve the minutes with corrections as agreed. The motion was seconded by Director Ford and passed 3-1-1 with Director Allen opposed and Director Mayo abstaining.

### **LAW ENFORCEMENT REPORT**

Captain Garza spoke with the Board at length about the law enforcement agreement. Director Mayo made a motion to continue the agreement with Harris County Pct. 4 Constable’s Office and move forward with a renewal. The motion was seconded by Director Scott and passed unanimously. There was discussion about the Willsher Security contract. Director Allen then made a motion to terminate the agreement with Willsher. The motion was seconded by Director Moses and passed 3-1-1 with Director Scott opposed and Director Mayo abstaining.

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#### **COMMUNICATIONS CONSULTANT REPORT**

The report was presented and no action was taken.

#### **TAX ASSESSOR REPORT**

Ms. Leuvano presented the tax assessor report, attached as **Exhibit “A”** and payment of checks therein. Director Moses made a motion to approve the report and payment of checks therein. The motion was seconded by Director Ford and passed unanimously.

#### **DETENTION AND DRAINAGE FACILITIES REPORT**

Mr. Patronella presented the report and photographs of District drainage facilities. There were no action items.

#### **BOOKKEEPER’S REPORT**

Mr. Ray presented the report, attached as **Exhibit “B”**, and after some discussion, there was a motion made by Director Mayo, seconded by Director Scott to approve the bookkeeper’s report and payment of all invoices presented therein. The motion passed unanimously except Director Moses noted that her approval did not include the invoice for the DJ services. There was then some discussion about the ongoing budget process.

#### **UPDATE ON SPEARS RD. DEVELOPMENT**

Mr. Mitchell noted there have been meetings with DR Horton and one planned in the near future with the District financial advisor. There is no Board action necessary at this time.

#### **ENGINEER’S REPORT**

Mr. Bowlin presented the engineer’s report, attached as **Exhibit “C”**. Director Allen made a motion to approve the report; authorize award of the contract to ISJ Underground Utilities Teamwork Construction Services, Inc. for \$270,661 to build water distribution improvements; authorize signature of maintenance affidavit for Harris County Flood Control; and authorize fence repairs at the waste water treatment plant (“WWTP”). The motion was seconded by Director Moses and passed 4-0 with Director Mayo absent for the vote.

#### **UPDATE ON PROPOSED SERIES 2025 BOND ISSUANCE**

Mr. Bowlin and Mr. Mitchell gave an update on the status of the application. Director Ford made a motion to approve the resolution requesting a flow factor reduction at the WWTP; approve bond application report; and adopt order for submission to Texas Commission on Environmental Quality (“TCEQ”) subject to final comments. Director Scott seconded the motion which passed 3-1 with Director Moses opposed and Director Mayo absent for the vote.

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#### OPERATOR'S REPORT

Mr. Rojas presented the operators report and Consumer Confidence Report ("CCR"), attached as **Exhibit "D"**. Director Moses made a motion to approve the operator's report including the cut-off list. The motion was seconded by Director Ford and passed unanimously.

#### GENERAL MANAGER REPORT

Mr. Galvan presented the general manager report. Director Moses made a motion to adopt a resolution allowing Homeowners Associations and senior citizen groups to use the administration building for one dollar but all persons reserving the building shall execute the rental agreement. The motion was seconded by Director Allen and passed unanimously. Director Moses then made a motion, seconded by Director Allen that there be no more food provided for board meetings. The motion failed to pass for lack of a majority with Directors Scott and Mayo opposed and Director Ford abstaining. Director Scott then made a motion to request proposals for general manager services from other companies. The motion was seconded by Director Ford and passed 3-1 with Directors Allen opposed. Director Moses was not present for the vote. Mr. Galvan then announced to the Board that he would be resigning immediately and would submit his required 30-day written notice to Mr. Mitchell the following day.

#### ATTORNEY REPORT

Mr. Mitchell discussed items of a legal nature. Director Allen made a motion to approve the interlocal agreement with Harris County Public Health. Said motion was seconded by Director Ford and passed 4-0 with Director Moses absent for the vote.

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

The Board discussed the next meeting will be scheduled for June 19, 2025.

#### EXECUTIVE SESSION

The Board did not enter executive session.

#### ADJOURNMENT

There being no further agenda items, the meeting was adjourned by Director Mayo.

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Approved this 18<sup>th</sup> day of August, 2025.

/s/Sandra Ford

Secretary, Board of Directors



**LIST OF EXHIBITS**

Exhibit A – Tax Assessor’s Report  
Exhibit B – Bookkeeper’s Report  
Exhibit C – Engineer’s Report  
Exhibit D – Operator’s Report