

NOTICE OF MEETING

HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 391

The Board of Directors of Harris County Municipal Utility District No. 391 will hold a regular meeting on Monday, December 13, 2021, at 12:00 p.m., at the offices of Allen Boone Humphries Robinson LLP, 3200 Southwest Freeway, Suite 2600, Neches Room, Houston, Texas, to discuss and, if appropriate, act upon the following items:

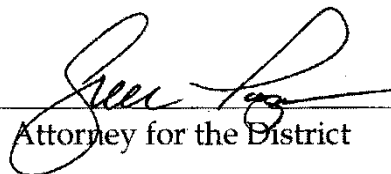
1. Public comments.
2. Approve Minutes.
3. Appointment of new director, including:
 - a. accept resignation of Director Skehan and appoint new director;
 - b. approve Sworn Statement, Official Bond, and Oath of Office of new director;
 - c. reorganize the Board and authorize execution of District Registration Form;
 - d. Open Meetings Act and Public Information Act Training Requirements; and
 - e. conflict of interest disclosure required under Chapter 176 of the Texas Local Government Code, including review of disclosure forms adopted by the Texas Ethics Commission and List of Local Government Officers.
4. Resolution Establishing Addresses and Methods for Texas Public Information Act Requests.
5. Review Final Arbitrage Rebate Reports for the Series 2012A Bonds and 2016 Bonds.
6. Travel Reimbursement Guidelines and Director Expenses for Association of Water Board Directors winter conference.
7. Financial and bookkeeping matters, including payment of bills and review of investments.
8. Tax assessment and collections matters, including delinquent tax collections, installment agreements, and payment of tax bills.
9. Engineering matters, including:
 - a. authorize engineer to design facilities in the service area;
 - b. approve plans and specifications and authorize advertisement for bids for construction of water, sewer and drainage;
 - c. review bids and award contract for construction of water, sewer and drainage facilities for the following project;
 - d. approve pay estimates, change orders and final acceptance as appropriate, for construction of water, sewer and drainage facilities;

980867

Persons with disabilities who plan to attend this meeting and would like to request auxiliary aids or services are requested to contact the District's attorney at (713) 860-6400 at least three business days prior to the meeting so that appropriate arrangements can be made.

- i. wastewater treatment plant expansion;
 - e. deeds, easements, consent to monument encroachment, requests for service or utility commitment letters;
 - f. wastewater reuse program feasibility, including water user agreements; and
 - g. sanitary sewer televising and cleaning.
 10. Lake and turf management report, including approval of proposals for necessary repairs or replacements, improvements, or renewal of permits.
 11. Master parks plan and future park development, including:
 - a. authorize design of projects and authorize advertisement for bids, if any;
 - b. review bids and award contracts for the following:
 - i. irrigation enhancements for Louetta Road medians; and
 - c. approve pay estimates, change orders and final acceptance as appropriate, if any.
 12. Operation of District facilities, including:
 - a. billings, repairs and maintenance;
 - b. Resolution Approving Electronic Payment Services for District Customers;
 - c. conduct hearing on termination of water and sewer service to delinquent customers and authorize termination of service; and
 - c. approve Emergency Response Plan and filing of certification of same with the Environmental Protection Agency.
 13. Garbage collection matters.
 14. Report regarding development in the District.
 15. Security report, including review security statistics and discuss patrol for 2022.
 16. Website matters.





Attorney for the District