

## 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, October 9, 2023, 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. Financial and bookkeeping matters, including payment of bills and review of investments.
4. Tax assessment and collections matters, including delinquent tax collections, installment agreements, and payment of tax bills.
5. Conduct public hearing regarding District's tax rate, adopt Order Levying Taxes and authorize execution of Amendment to Information Form.
6. Discuss new development adjacent to the District and authorize appropriate action, if necessary, including agreement for sale of water and wastewater capacity.
7. 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;
    - 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.
8. Lake and turf management report, including approval of proposals for necessary repairs or replacements, improvements, renewal of permits, or landscaping Agreements.
9. Master parks plan and future park development, including:
  - a. authorize design of projects and authorize advertisement for bids;
  - b. review bids and award contracts; and

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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.

- c. approve pay estimates, change orders and final acceptance as appropriate, including:
      - i. lighting around the lakes.
10. Operation of District facilities, including:
  - a. billings, repairs and maintenance;
  - b. conduct hearing on termination of water and sewer service to delinquent customers and authorize termination of service; and
  - c. conduct review of Drought Contingency Plan and update, if appropriate.
11. Discuss renewal of District's insurance policies and authorize appropriate action.
12. Garbage collection matters.
13. Report regarding development in the District.
14. Discuss Security Report.
15. Website matters and community outreach.
16. Discuss meeting schedule and location.



  
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Attorney for the District

**\* The Board will conduct an in-person meeting at its physical location. As an accommodation to the public, a telephonic option is available. To listen to the meeting and to address the Board during the public comment item. The telephone number is (877) 336-1831, Access Code: 9704912.**