

HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 238
NOTICE OF SPECIAL MEETING

Notice is hereby given to all interested members of the public that the Board of Directors of the above captioned District will hold a special meeting at 2800 Post Oak Boulevard, Williams Tower Conference Center, Houston, Texas, 77056, a designated meeting place of the District.


The meeting will be held on Friday, January 5, 2018, at 1:00 p.m., to consider and authorize any action in connection with the following:

1. Review of 2017 and 2018 District action items, and discuss annual meeting matters;
2. Minutes of prior Board of Directors meeting(s);
3. Comments from the public;
4. Tax Assessor/Collector Report, including payment of invoices, tax refunds, moving of accounts to uncollectible roll, and related matters;
5. Delinquent Tax Collections Attorney Report, including foreclosure proceedings, installment agreements, filing of proofs of claims, and termination of service;
6. Bookkeeper's Report, including approval of checks and payment of invoices presented, and possible amendment of budget, if necessary;
7. Engineer's Report, including:
 - a. Design, advertisement and/or award of bids or contracts for construction of facilities, including:
 - i. Dulaney Road water main extension;
 - b. Status of construction and approval of pay estimates/change orders;
 - c. Status and acceptance of site, easement and/or facility conveyances;
 - i. Update on easement for Morton Road water main extension;
 - d. Status of communications with Harris County/GO Weiss landfill regarding siltation and pilot channel clean-out;
 - e. Update on Radium testing and treatment at water plant no. 2;
8. Status of maintenance by Champions Hydro-Lawn, Inc., including:
 - a. Harris County channel siltation and pilot channel clean-out;
 - b. Possible Barkers Crossing Pond maintenance issues;
9. Operation and Maintenance Report, including:
 - a. Repair and maintenance of District facilities;
 - b. Report regarding repair/replacement of water meters and flushing valves;
 - c. Review Asset Management Report options;
 - d. Review emergency interconnect options;
 - e. Compliance with water and waste discharge permits;
 - f. Appeals of District charges;
 - g. Status of Smart Meter project;

10. Review new contract proposal from Off-Cinco, and website/Director e-mail address updates;
11. Solicitation of bids for Insurance Policies (*expire March 31, 2018*);
12. Review Code of Ethics, Investment Policy, Qualified Brokers List, and related policies;
13. Status of Annual Continuing Disclosure Report;
14. Status of arbitrage compliance reporting requirements;
15. Attorney's Report, including:
 - a. Update on electronic records, e-recording, e-signatures;
 - b. Review 2018 Master Calendar;
 - c. Review 2018 Directors Election matters;
16. Additional comments from the public;
17. Executive session pursuant to Texas Government Code, Section 551.071, 551.074, et. seq.;
18. Reconvene in open session, and authorize any action resulting from executive session;
19. Discuss pending business, matters for future agendas, and schedule for upcoming Board meeting dates/locations (Jan. 23 - operator; Jan. 26-27 - AWBD Winter Conf.).



ROACH & MITCHELL, PLLC

By: 
Jonathan A. Roach
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 832-390-2268 at least three (3) business days prior to the meeting so that appropriate arrangements can be made.

In response to Senate Bill 554 of the 85th Legislative Session, further amending Texas Water Code §49.063, the District is providing the following petition process description: After at least twenty-five (25) 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 it determines that the meeting place used by the District deprives the residents of a reasonable opportunity to attend District meetings. On the failure to designate the location of the meeting place within 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 may 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. After the next election, the Board may designate different meeting places, including one located outside the boundaries of the District.