

## WINDFERN FOREST UTILITY DISTRICT

TO: THE BOARD OF DIRECTORS OF WINDFERN FOREST UTILITY DISTRICT OF HARRIS COUNTY, TEXAS, AND TO ALL OTHER INTERESTED PERSONS:

Notice is hereby given that the Board of Directors of Windfern Forest Utility District will hold a regular meeting, open to the public, on **Tuesday, May 21, 2024** at 4:00 p.m. at the Windfern Forest Utility District Administration Building, 14410 Mauna Loa Lane, Houston, Texas, 77040, inside the boundaries of the District, to consider and take action upon the following matters:

1. Appearances before Board.  
15 minutes – A speaker whose subject matter relates to an identifiable item of business on this agenda will be requested by the President or other presiding Board member to stand and address the Board for no more than 3 minutes; however, no more than 15 minutes will be allowed for each subject matter.
2. Security report.
3. Approve minutes of previous meeting(s).
4. Web Designer Consultant Agreement, including:
  - a. Touchstone District Services Website & Compliance Maintenance Agreement and Emergency Alert System; and
  - b. OffCinco Services Agreement.
5. Tax Assessor/Collector's Report, including:
  - a. collections;
  - b. account balances;
  - c. disbursements;
  - d. tax transfer; and
  - e. unclaimed property.
6. Delinquent Tax Attorney's report, including conducting hearing on termination of service to delinquent taxpayers and consider acting thereon.
7. Bookkeeper's report:
  - a. fund balances and disbursements;
  - b. payment of bills; and
  - c. investments.
8. Operator's report:
  - a. discuss capital improvements plan;
  - b. connection activity;
  - c. regulatory matters (permitting, subsidence);
  - d. water production and accountability;
  - e. billing and collections;
  - f. delinquent accounts;
  - g. operations, maintenance, and repairs of District facilities;
  - h. drought conditions;
  - i. revised Lead and Copper Rule; and
  - j. discuss flow meter at White Oak Bayou.
9. Hearing on termination of service to delinquent water and sewer accounts and consider acting thereon.
10. Engineer's report:
  - a. district items;

- b. commercial items;
  - c. construction projects and consider acting thereon;
  - d. Well No. 1 Pump & Motor Equipment Project:
    - i. additional well cleaning;
  - e. update on Series 2020 Bond Funds and related Application for Change in Use to TCEQ; and
  - f. update on TCEQ Agreed Order of Enforcement.
11. Attorney's Report, including:
- a. review insurance proposals.
12. District Administration Building Office Manager Report including:
- a. maintenance, repairs, reservations and/or activities at administration building and consider acting thereon;
  - b. discuss rate for rental space;
  - c. discuss maintenance contract with Polar Express; and
  - d. discuss and review bids for proposed new park playground and award contract.
13. White Oak Bayou Wastewater Treatment Plant:
- a. report on matters discussed at the meeting of the White Oak Bayou Joint Powers Board; and
  - b. Phase I improvements at the White Oak Bayou Joint Wastewater Treatment Plant.

(SEAL)



*Clark Hampton Lord*

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Attorney for the District

Pursuant to V.T.C.A Government Code, Chapter 551, as amended, the Board of Directors may convene in closed session to receive advice from legal counsel and discuss matters relating to pending or contemplated litigation, personnel matters, gifts and donations, real estate transactions, the deployment, or specific occasions for the implementation of, security personnel or devices and or economic development negotiations.