

## 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, February 18, 2025** 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. Tax Assessor/Collector's Report, including:
  - a. collections;
  - b. account balances;
  - c. disbursements;
  - d. tax transfer; and
  - e. unclaimed property.
4. Delinquent Tax Attorney's report, including conducting hearing on termination of service to delinquent taxpayers and consider acting thereon.
5. Bookkeeper's report:
  - a. fund balances and disbursements;
  - b. payment of bills; and
  - c. investments.
6. 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. generators for lift stations;
  - i. water plant generator; and
  - j. capital asset management plan.
7. Hearing on termination of service to delinquent water and sewer accounts and consider acting thereon.
8. Engineer's report:
  - a. district items;
  - b. commercial items;
  - c. construction projects and consider acting thereon; and

- d. Drought Contingency Plan;
  - e. Order Adopting Drought Contingency Plan;
  - f. request for water capacity; and
  - g. consider adjustments to hourly personnel billing rates.
9. District Administration Building Office Manager Report including:
- a. maintenance, repairs, reservations and/or activities at administration building and consider acting thereon.
10. 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.
11. Attorney's Report, including:
- a. approve Resolution Concerning Exemption of Residence Homesteads from Taxation;
  - b. consider appointing a new Director to Board of Directors;
  - c. approve Bond, Oath and Sworn Statement;
  - d. reconstitute Board of Directors; and
  - e. authorize Preparation of an Updated District Registration Form and Filing with Texas Commission on Environmental Quality.



*Clark Heston 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.