

**HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 217**  
**NOTICE OF MEETING**

Notice is hereby given to all interested members of the public that the Board of Directors (“Board”) of the above captioned District will hold a meeting, open to the public at **12248 T.C. Jester Boulevard, Houston, Texas 77067**, a designated meeting place inside the boundaries of the District. The meeting will be held on *Tuesday, May 23, 2023, at 7:00 p.m.*, to consider and authorize any action related to the following:

- 1) Minutes of prior Board meeting(s);
- 2) Public comments; (*note public comment policy in effect*);
- 3) Law Enforcement Report;
- 4) Tax Assessor’s Report, including:
  - a) Payment of invoices; and
  - b) Collection/uncollectible accounts, including update on Delinquent Tax Attorney Collection report;
- 5) Bookkeeper’s Report, including:
  - a) Financial and investment reports, including payment of invoices;
  - b) Amendment of budget, if necessary;
  - c) Authorize Director attendance at AWBD Summer Conference (*June 22, 2023-June 24,2023, American Bank Center, Corpus Christi, Texas*)
- 6) Annual Review of Consultants Contracts (*IT Consultant; any additional recommended contracts*);
- 7) Landscape Maintenance Report, including:
  - a) Maintenance/repairs of District grounds, including review and payment of invoices;
- 8) Engineer’s Report, including:
  - a) Report on District projects, including preparation of plans and specifications, advertisement of bids, awarding of contracts, and approval of pay estimates and/or change orders;
    - i.) Updates on Heritage Park Shade Structures Project, including consider bids for purchase and installation of new playground equipment and award bid;
  - b) Capital Improvement Plan updates;
  - c) Discussion related to water supply, drought conditions, and water well rehabilitation;
  - d) Update on development and request for annexation of tract 1703 Hugh Rd. (TXT Group, LLC)
- 9) Operator’s Report, including:
  - a) Update on maintenance and repair of District facilities;
  - b) Customer appeals and termination of service on delinquent accounts;
  - c) Update on Administration Building Upgrades, including:
    - i.) Update on installation of surge protectors at Administration Building;
  - d) Options for back-up generator(s);
  - e) Updates on purchase of waste bins and water fountains;

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- f) Update on new Operator Agreement and related Rate Order amendments;
  - g) Update on preparation, approval, and filing of Consumer Confidence Report;
- 10) General Manager/Administration Building Report, including:
- a) Review expenditures, monthly supply needs, maintenance/repairs of equipment, building cleanings, exterior doors, and capital improvements, security upgrades, fencing, painting, storage, and pest control;
  - b) Requests for events/usage of Building and amendment of Usage Agreement, if necessary;
  - c) Update on past District Events and planning of future District Events;
  - d) Update on District property purchases and/or disposal of surplus property; including adopting orders, declaring property as surplus, and authorizing disposal of same;
  - e) Update on Exer-Tech maintenance agreement;
  - f) Consideration of contract amendments with TXMGMT;
- 11) Communications Consultant Report, including:
- a) District website, SMS emergency/communications, and electronic records maintenance;
  - b) Update on District devices and associated lease(s);
- 12) Directors' Reports, including:
- a) Director-Consultant liaison updates, including discussion of ongoing matters and authorize any action as necessary;
  - b) Discussion regarding street sweeping request;
- 13) Attorney's Report, including:
- a) Authorize execution of Voting System Annual Filing Form;
  - b) Approve and adopt Rate Order Amendments, including Industrial Waste Order;
  - c) Update regarding amendment to HC150 waste disposal agreement;
  - d) Consider and approve proposal(s) for trash/recycling collection;
  - e) Adopt Resolution Adopting Records Retention Policy, including update on electronic access;
- 14) Finalization of Election related matters, including:
- a) Issuance of Certificates of Election;
  - b) Qualification(s) of Director(s), administration of Oath(s) of Office, Bonds(s), Affidavit(s) of current director(s); and election(s) not to disclose information for newly/re-elected Directors;
  - c) Election of Board Officer positions; and
  - d) Authorize remainder of payment to Harris County for Joint Election Costs (*if necessary*);
- 15) Discuss pending business and matters for future agendas, including future meeting date(s).
- 16) Executive Session, as needed (*pursuant to Texas Government Code*\*);
- 17) Reconvene in open session and authorize any action resulting from executive session;

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By: Frank Mitchell  
Frank Mitchell  
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 281-719-1990 at least three (3) business days prior to the meetings so that appropriate arrangements can be made.*

*\*The District reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code, Section 551.071 (Consultation with Attorney), Section 551.072 (Deliberations about Real Property), Section 551.073 (Deliberations about Gifts and Donations), Section 551.074 (Personnel Matters), Section 551.076 (Deliberations about Security Devices), Section 551.087 (Economic Development), and other matters as allowed by law.*