

02 SUNBELT FRESH WATER SUPPLY DISTRICT

**NOTICE OF PUBLIC MEETING**

NOTICE is hereby given to all interested members of the public that the Board of Supervisors of Sunbelt Fresh Water Supply District of Harris County, Texas will meet in their regular **BOOKKEEPING & MANAGEMENT SESSION**, open to the public, on **Thursday, March 16, 2017**, at **5:00 p.m.** held at **410 W. Gulf Bank, Houston, Texas 77037**, for the following purposes.

At this meeting, the Board will consider and take any necessary action upon the following:

1. **CALL TO ORDER AND ESTABLISHMENT OF A QUORUM; RECORD ATTENDANCE ON SIGN-IN SHEET**
2. **PUBLIC COMMENT**
  - a. Members of the public interested in speaking will be limited to three (3) minutes
  - b. Supervisors' response to public comment
3. **PRESENTATION BY AVR REGARDING SOFTWARE UPDATES**
4. **BOOKKEEPER'S REPORT**
  - a. Review and accept financial statements
  - b. Review and authorize payment of current bills
5. **OPERATIONS REPORT**
  - a. **General Operation, Maintenance & Repair**
  - b. **Northline Terrace Service Area**
    - (1) West Mt. Houston water line
  - c. **Oakwilde Service Area**
    - (1) Update on Oakwilde water system capacity matters
6. **ENGINEER'S REPORT**
  - a. **Woodland Oaks Service Area Matters**
    - (1) Wastewater Treatment Plant; approve Change Order
7. **APPROVE MINUTES OF PRIOR MEETING**
  - a. February 16, 2017 Bookkeeping-Management Meeting
8. **MANAGEMENT REPORT**
  - a. Review monthly billing and collection issues
  - b. Review water accountability report
  - c. Discuss vehicle maintenance and repair
  - d. Discuss office building maintenance, including replacement of equipment
  - e. Discuss employment/office matters
  - f. Discuss and approve business cards
9. **MISCELLANEOUS BUSINESS/ANNUAL AGENDA**
  - a. Annual review of Identity Theft Prevention Program Policy
  - b. Annual review of all Consultants' Contracts
  - c. Discuss and interview applicants for appointment of new Supervisor to fill vacancy created by Supervisor Garrett's resignation and any nominations for same

**10. ATTORNEY'S REPORT**

- a. Approve Water Line Easement with Sunlake Limited (0.0118 of an acre)
- b. Discuss records management and communications procedures policies
- c. Review and amend Order Establishing Rules and Regulations Regarding Sanitation and Pollution Control of the Areas in Proximity to Public Water Supply Wells
- d. Legislative Update for March 2017

**11. ADDITIONAL PUBLIC COMMENT**

- a. Members of the public interested in speaking will be limited to three (3) minutes
- b. Supervisors' response to public comment

**12. NEXT MEETING AGENDA ITEMS**

- a. Determine items to be discussed at upcoming board meetings

**13. EXECUTIVE/CLOSED SESSION**

- a. Call Executive/Closed Session, as permitted pursuant to Texas Government Code, Chapter 551 ("Texas Open Meetings Act"), to discuss matters involving attorney-client privilege, security matters, employee issues, or real estate matters

EXECUTED this 13<sup>th</sup> day of March, 2017.

**SUNBELT FRESH WATER SUPPLY DISTRICT**



By: Elliot M. Barner  
 Ross J. Radcliffe/Elliot M. Barner  
 Radcliffe Bobbitt Adams Polley PLLC  
 Attorneys for the District

**"Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly."**

**RECORDER'S MEMORANDUM:**

At the time of recordation, this instrument was found to be inadequate for the best photographic reproduction because of illegibility, carbon or photo copy, discolored paper, etc. All blockouts, additions and changes were present at the time the instrument was filed and recorded.

*Stan Starnant*  
 COUNTY CLERK  
 HARRIS COUNTY, TEXAS

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FILED