

NORTHWEST HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 24
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 **14446 Hollister Road, Houston, Texas 77066**, a designated meeting place inside the boundaries of the District. The meeting will be held on **Tuesday, March 3, 2020, 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;
 - b) Collection/uncollectible accounts;
- 5) Delinquent Tax Attorney’s Report;
- 6) Bookkeeper’s Report, including:
 - a) Financial and investment reports;
 - b) Payment of invoices;
 - c) Director attendance at AWBD summer conference (*June 11-14 in Grapevine, TX*);
 - d) Amendment of budget, if necessary;
- 7) Authorization for consultants to research unclaimed property and provide notice to unclaimed property owners;
- 8) Review of District Investment Policy and Qualified Brokers List;
- 9) General Manager’s Report, including:
 - a) Review of Building commitments and update on recent events;
 - b) Update on inspections, remediation, and related matters;
 - c) Update on options for catering/chef services;
- 10) Review of General Management proposals;
- 11) Operator’s Report, including:
 - a) Maintenance and repair of District facilities and related matters;
 - b) Customer appeals and termination of service on delinquent accounts;
 - c) Authorization to prepare Consumer Confidence Report (CCR);
- 12) Administration/Activities Building upgrade project (*Smith & Co.*), including:
 - a) Status of construction (*Iklo Construction*);
 - b) Renovation projects for current Activities Building;
 - c) Build-out of new Administration Building;
 - d) Updates to detention pond/park area;

- e) IT and A/V updates (*DataComm Design Group*);
- 13) Engineer's Report, including:
- a) Design of facilities, including Wastewater Treatment Plant access road project and related stormwater plans;
 - b) Advertisement and/or award of bids for construction contracts;
 - c) Status of construction and approval of any pay estimates/change orders;
 - d) Status of re-platting issue and communications with City of Houston/HOA, etc.;
- 14) IT Consultant Report, including:
- a) District website and electronic records updates;
 - b) SMS emergency/mass communications updates;
 - c) Status of District equipment/devices and related matters;
 - d) Cybersecurity training update;
- 15) Review of District Ethics Policy, Expense Reimbursement Policy, IT Policy, Accounting Policy for Designated Funds, possible Resolution regarding Surplus Property, and related matters;
- 16) Attorney's Report, including:
- a) 2020 Directors Election matters;
 - b) Update on meeting decorum policy and related matters;
- 17) Status and filing of annual/final continuing disclosure report and arbitration updates (*as applicable*);
- 18) Review of possible unemployment, discrimination, and legal claims against the District, and possible special meeting for updates on same;
- 19) *Executive Session pursuant to Texas Government Code, Section 551.071, 551.074, et. seq.;
- 20) Reconvene in open session and authorize any action resulting from executive session;
- 21) Discuss pending business and matters for future agendas.



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 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.*