

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 of the above captioned District will hold its regular monthly meeting at 14446 Hollister Road, Houston, Texas 77066, a designated meeting place inside the District.

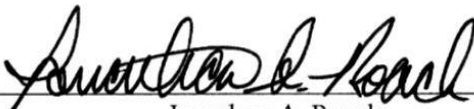
The meeting will be held on Tuesday, December 3, 2019, at 7:00 p.m., to consider and authorize any action related to the following:

1. Minutes of prior Board of Directors meeting(s);
2. Comments from the public;
3. Law Enforcement Report (incl. time tracking update);
4. Tax Assessor/Collector Report, including:
 - (a) Payment of invoices;
 - (b) Tax refunds;
 - (c) Moving of accounts to uncollectible roll;
 - (d) Status of pending litigation accounts;
5. Bookkeeper's Report, including:
 - (a) Financial and investment reports;
 - (b) Payment of invoices;
 - (c) Possible amendment of operating budget for FYE September 30, 2020;
6. Update on Administration/Activities Building upgrade project (*Smith & Co.*), including:
 - (a) Status of Notice to Proceed with Iklo Construction;
 - (b) Renovation projects for current Activities Building;
 - (c) Build-out of new Administration Building;
 - (d) Updates to detention pond/park designs;
 - (e) IT and A/V updates (*DataCom Design Group*);
 - (f) Discuss possible permit/license, re-plat, and related matters;
7. Update on management of Administration/Activities Building, including:
 - (a) Review of Building commitments including senior citizen program;
 - (b) Review Building Usage Agreements and related policies;
 - (c) Review vendor contract issues, including chef services, cleaning, IT, mowing and related matters;
8. Operation and Maintenance Report, including:
 - (a) Repair and maintenance of District facilities;
 - (b) Compliance with water and waste discharge permits;
 - (c) Appeals of District charges;
 - (d) Moving of accounts to collections or uncollectible roll;
9. Engineer's Report, including:
 - (a) Design of facilities, including additional lift station generator(s), and related storm water plans;

- (b) Status of construction, and approval of any pay estimates/change orders, including:
 - (i) Lift Station 1 and 2 improvements (*Black Castle*, only punch-list pending);
 - (c) Acceptance of site, easement and/or facility conveyances;
 - (d) Utility commitment requests;
 - (e) Review of upcoming projects and expenditures (CIP), asset management plan, and related matters;
 - (f) Updates on District-owned property matters including HOA communications, possible re-plat, Comcast matters, and security cameras;
 - (g) Status of communications with Harris County/Harris County Flood Control District regarding easement/utility relocation issues;
10. IT Consultant Report, including:
- (a) Updates to District website, devices, and technology improvements;
 - (b) Review vendor contract issues including internet (Comcast) and related services;
 - (c) Update on audio/video system upgrades;
 - (d) Update on insurance/training for drone;
11. Consideration of District scholarship fund for residents;
12. Discussion of meeting decorum policy and related matters;
13. Attorney's Report including:
- (a) Open Records/Public Information Act request(s);
 - (b) Filing of Eminent Domain Report with Comptroller;
 - (c) 2020 Directors Election matters;
14. Review General Manager employment matters, including possible unemployment, discrimination, and legal claims against the District;
15. *Executive session under Sections 551.071, 551.072, 551.074, et seq., Texas Government Code;
16. Reconvene in open session, and authorize any action resulting from executive session;
17. Discussion regarding pending matters, matters for future agendas, and upcoming events.



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 meeting 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