

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.

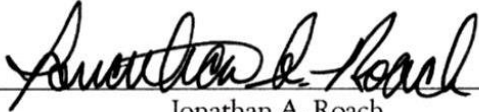
The meeting will be held on *Tuesday, September 3, 2019, at 7:00 p.m.*, to consider and authorize any action related to the following:

1. Minutes of prior Board of Directors meeting(s);
2. Comments from the public;
3. Law Enforcement Report;
4. Engage auditor to prepare audit for FYE September 30, 2019;
5. 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;
6. Financial Advisor tax rate recommendation for 2019;
7. Review status of early debt defeasance;
8. Bookkeeper's Report, including:
 - (a) Financial and investment reports;
 - (b) Payment of invoices;
 - (d) Draft operating budget for next fiscal year (ending September 30, 2020);
 - (e) Possible amendment of bookkeeper's contract;
9. General Manager's Report and District Administration/Activities Building matters, including:
 - (a) Requests for use of Building, and Usage Agreement matters including possible amendment;
 - (b) Status of maintenance, repairs, warranty items, and additional improvements;
 - (c) Update on District events;
 - (d) Update on fire incident, and related matters;
 - (g) Vendor contracts including cleaning, internet/website, landscaping, and related services;
10. Review General Manager employment matters, including possible legal claims against the District, status of inventory of Admin. Bldg. and related budget/expenses;
11. Review options for management of Administration/Activities Building;
12. Update on Administration/Activities Building upgrade project (*Smith & Co.*), including:
 - (a) Status of bids (and deferral issues);
 - (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;

13. 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;
14. Engineer's Report, including:
 - (a) Design of facilities, including additional lift station generator(s), and related storm water plans;
 - (b) Advertisement and/or award of bids for construction contracts;
 - (c) Status of construction, and approval of any pay estimates/change orders, including:
 - (i) Lift Station 1 and 2 improvements (*Black Castle*, only punchlist pending);
 - (d) Acceptance of site, easement and/or facility conveyances;
 - (e) Utility commitment requests;
 - (f) Review of upcoming projects and expenditures (CIP), asset management plan, and related matters;
 - (g) Updates on District-owned property matters including HOA communications, maintenance, possible re-plat, and security cameras;
 - (h) Review maintenance and/or other options for District-owned residences;
 - (i) Status of communications with Harris County/Harris County Flood Control District;
15. IT Consultant Report, including:
 - (a) Updates to District website, devices, and technology improvements;
 - (b) Update on Comcast services;
 - (c) Update on audio/video system upgrades;
 - (d) Update on insurance/training for drone;
16. Attorney's Report including:
 - (a) Open Records/Public Information Act request(s);
 - (b) 2019 Legislative Update;
17. Executive session under Sections 551.071, 551.072, 551.074, et seq., Texas Government Code;
18. Reconvene in open session, and authorize any action resulting from executive session;
19. 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.