

**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, June 25, 2024, 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, including:
- 4) Tax Assessor’s Report, including:
  - a) Payment of invoices; and
  - b) Collection/uncollectible accounts, including update on Delinquent Tax Attorney Collection report;
- 5) Landscape Maintenance Report, including:
  - a) Maintenance/repairs of District grounds, including review of proposals and payment of invoices;
- 6) Bookkeeper’s Report, including:
  - a) Financial and investment reports, including payment of invoices;
  - b) Amendment of budget, if necessary;
- 7) Engineer’s Report, including:
  - a) Report on District projects, including preparation of plans/specifications, advertisement of bids, awarding of contracts, and approval of pay estimates and/or change orders;
  - b) Capital Improvement Plan updates;
  - c) Update on design plans for additional park site area near front of building;
  - d) Update on status of annexation of tract 1703 Hugh Rd. (TXT Group, LLC);
- 8) Operator’s Report, including:
  - a) Discussion of ongoing maintenance and repair of District facilities;
  - b) Customer appeals and/or termination of service on delinquent accounts;
  - c) Options for back-up generator(s);
  - d) Update on Pureflow proposal;
- 9) General Manager/Administration Building Report, including:
  - a) Review monthly expenditures, supply needs, maintenance/repairs of equipment, building cleanings, capital improvements, and security upgrades;
  - b) Review of Building Usage Data, requests for events/usage of Building, and amendment of Usage Agreement, if necessary;
  - e) Updates on past District Events and planning of future District Events;
  - f) Update on District property purchases and/or disposal of surplus property; including adopting orders, declaring property as surplus, and authorizing disposal of same;

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NOTICE OF MEETING

- g) Consider approval of maintenance agreement for new exercise equipment;
- 10) Communications Consultant Report, including:
  - a) District website and newsletter, SMS emergency/communications, and electronic records maintenance;
- 11) Directors' Reports, including:
  - a) Director-Consultant liaison updates;
- 12) Attorney's Report, including:
  - a) Annual review of records retention policy and authorize action as necessary;
- 13) Discuss pending business and matters for future agendas, including future meeting date(s).
- 14) Executive Session, as needed (*pursuant to Texas Government Code* \*);
- 15) Reconvene in open session and authorize any action resulting from executive session;



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DISTRICT NO. 217

By: \_\_\_\_\_

A handwritten signature in black ink that reads "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.*