

## NOTICE OF MEETING

### NOTTINGHAM COUNTRY MUNICIPAL UTILITY DISTRICT

The Board of Directors of Nottingham Country Municipal Utility District will hold a regular meeting on Monday, February 15, 2021, at 11:30 a.m., **by teleconference\* at (877) 873-8017, Access Code: 1107286**, to discuss and, if appropriate, act upon the following items:

1. Operations and service requirements relating to COVID-19 epidemic and ratification of any emergency actions, if necessary.
2. Comments from the public.
3. Approve Minutes of prior meetings.
4. Updates from District Committees.
5. West Harris County Regional Water Authority matters.
6. Discuss Association of Water Board Directors winter conference and authorize attendance at summer conference.
7. Financial and bookkeeping matters, including payment of bills and review of investments.
8. Financial advisory matters, including analysis of bond refunding and redemption opportunities.
9. Tax assessment and collection matters, including delinquent tax collections, installment agreements, payment of tax bills, and requests for waivers of penalties and interest.
10. Adopt Resolution Concerning Exemptions from Taxation.
11. Operation of District facilities, billings, meter maintenance program, and repairs and maintenance, including:
  - a. customer correspondence; and
  - b. hearing on termination of water service to delinquent customers and authorize termination of service.
12. Engineering matters and capital improvement projects, including authorize design, approve plans and specifications, authorize advertisement for bids, review bids and approve award of contract, approve pay estimates, time extensions and change orders, and final acceptance, as appropriate, for the following:
  - a. Water Plant and Well No. 1 flood mitigation, including Resolution Declaring Surplus Property;
  - b. wastewater treatment plant improvements;
  - c. sanitary sewer rehabilitation program;
  - d. District Capital Improvement Plan Budget update;
  - e. development of Geographic Information System;
  - f. proposals for rehabilitation of District facilities and engineering work, including storm water channel improvements;
  - g. development in the District;

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Persons with disabilities who plan to attend this meeting and would like to request auxiliary aids or services are requested to contact the District's attorney at (713) 860-6400 at least three business days prior to the meeting so that appropriate arrangements can be made.

- h. deeds, easements, consents to encroachment, requests for service, or utility commitment letters;
  - i. detention pond maintenance matters, including Maintenance Agreement with Kelliwood Lakes Homeowners Association; and
  - j. update on facility assessment to evaluate implementation of flood mitigation measures, repairs, and improvements at District facilities, including:
    - i. WWTP flood mitigation;
    - ii. Well No. 2 flood mitigation;
    - iii. Well No. 3 flood mitigation; and
    - iv. Offsite Lift Station flood mitigation.
13. Greenbelt Park and Greenbelt Norwalk operating, repair, and maintenance matters, including:
- a. proposals for additional work;
  - b. Park Use Agreements;
  - c. Letter agreement for participation in Willow Fork Drainage District trail underpass;
  - d. long-term park and recreational facility planning matters; and
  - e. Amended Order Establishing Park Rules.
14. Power contract matters, including report on Public Power Pool Technical Committee.
15. Emergency notification system matters.
16. District technology and information management matters.
17. Discuss website matters, including content updates.
18. Adopt Amended Order Establishing a Records Retention Program and Designating a Records Management Officer.



*Christina L. Miller*

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Attorney for the District

**\*As a result of the current COVID-19 virus epidemic emergency, the convening at one location of a quorum of the Board is difficult or impossible. Therefore, the Board will conduct this meeting by telephone conference call rather than by physical quorum pursuant to Texas Government Code Sec. 551.125 and guidance of the Governor of the State of Texas. Members of the public are entitled to participate and address the Board during the telephonic meeting. In all respects, this meeting will be open to the public and compliant with applicable law and guidance of the Governor of the State of Texas. An electronic copy of the agenda packet (which consists of the regular reports presented to the Board by its consultants) can be found at <https://www.districtdirectory.org/agendapackets/ncmud>.**