


**HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 304
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 regular meeting, in person and open to the public, on **Thursday, March 21, 2024, at 6:00 p.m.**, at **12525 Wellington Parkway, Houston, Texas 77014** (Administration Building), a designated meeting place of the District. The Board may consider and authorize any action in connection with the following:

1. Comments from the public;
2. Minutes of prior Board meeting(s);
3. Bookkeeper’s Report, including transition matters, energy reporting, water industry conference attendance matters, and operating budget (FY 2024);
4. Tax Assessor’s Report, including delinquencies and proposed amendment of Tax Assessor’s contract;
5. Audit Report(s);
6. Security Report;
7. Engineer’s Report, including conveyances, development, facility improvements and CIP, Critical Load status, and related agreements and matters;
8. Operator’s Report, including alerts/repairs, TCEQ FMT/90-day assessment, delinquencies and write-off list, and Emergency Interconnect information for Consumer Confidence Reports;
9. Detention & Drainage Facilities Report;
10. Administration Building & Recreational Facilities Report, including alarm and building access, community events, current facility issues and improvement projects, and prior Board approval matters;
11. Attorney’s Report, including 2024 Directors Election, filing of Special Purpose District Report/Audit with Comptroller (*due April 1st*), filing of unclaimed property notice and report (*due May 1st and July 1st*), and possible TWRA membership;
12. Directors Reports;
13. *Executive session, including employee/personnel matters, liaison-committee matters, Board conduct and Civility Policy matters, device and security matters;
14. Reconvene in open session, and authorize any action resulting from executive session;
15. Pending business, matters for future agendas, and schedule for upcoming meetings including remote options (*regular Board mtg. – April. 18; possible future special Board mtg(s) – May __*).



ROACH & ASSOCIATES, PLLC

By: 
Jonathan A. Roach
Attorney for the District

Persons with disabilities who require auxiliary aids or services at the meeting or services at the meeting are asked to contact the District’s attorney at 832-789-1899 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 or any matters as authorized by Texas Government Code, Section Chapter 551, and other matters as allowed by law.*