

HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 345
NOTICE OF PUBLIC MEETING

Notice is hereby given to all interested members of the public that the Board of Directors of the above captioned District will hold a public meeting at 1300 Post Oak Boulevard, Suite 2500, Houston, Harris County, Texas, said address being a meeting place of the District.

The meeting will be held on Monday, February 19, 2024, at 12:00 Noon.

The Board shall consider and/or act on following matters:

1. Public comments;
2. Review and approve minutes of the December 11, 2023, December 18, 2023, and January 29, 2024, Board of Directors meetings;
3. Authorize preparation and submission of District information to Texas Comptroller of Public Accounts as required by Section 403.0241, Texas Government Code, and Chapter 203, Texas Local Government Code, for inclusion in the Special Purpose District Public Information Database;
4. Bookkeeper's Report, including financial and investment reports and authorizing the payment of invoices presented;
5. Adoption of Resolution Adopting List of Qualified Brokers Authorized to Engage in Investment Transactions with the District;
6. Tax Assessor-Collector's Report, including authorizing the payment of invoices presented and approve moving of accounts to uncollectible roll;
7. Status of Business List Update for the District's Strategic Partnership Agreement with the City of Houston;
8. Grant exemptions from taxation for 2024, and the adoption of a Resolution in connection therewith;
9. Delinquent tax collections attorney report, and take any action in connection therewith, including authorizing foreclosure proceedings, installment agreements, and the filing of proofs of claim;
10. Adoption of Resolution Authorizing an Additional Penalty on Delinquent Personal Property Taxes and authorize delinquent tax attorney to collect delinquent personal property taxes beginning April 1, 2024, including the filing of lawsuits, as necessary;
11. Adoption of Resolution Concerning Developed District Status for 2024 Tax Year;

12. Engineer's Report, including:
 - (a) Authorizing the design, advertisement for bids and/or award of construction contracts or concurrence in the award of a contract for the construction of water, sanitary sewer and drainage facilities within the District and acceptance of Texas Ethics Commission ("TEC") Form 1295:
 - i. Water Plant Improvements Project, Phase 1;
 - ii. Second Water Well; and
 - iii. Wastewater Treatment Plant Improvements Project, Phase 1;
 - (b) Status of construction contracts, including the approval/and or concurrence of any pay estimates and change orders and/or acceptance of facilities for operation and maintenance purposes, authorization to accept of TEC Form 1295, approval of any related storm water permits and approving of related storm water plans, including:
 - i. Installation of generators at the District's Lift Station Nos. 1 and 2 (CSE W-Industries, Inc.); and
 - ii. Installation of a generator at the District's Joint Wastewater Treatment Plant (CSE W-Industries, Inc.);
 - (c) Acceptance of site and/or easement conveyances for facilities constructed or to be constructed for the District;
 - (d) Approval of any consents to encroachment relative to District facilities;
 - (e) Discussion regarding the status of repairs to sidewalks and trails located within the District by Harris County Precinct 4 and Harris County Municipal Utility District No. 346;
 - (f) Status of service line inventory required under new lead and copper regulations (due October 2024); and
 - (g) Capital Improvement Plan;
13. Status of acquisition of property owned by Second Baptist Church for a second water well and Phase 1 Environmental Site Assessment; authorize any action in connection therewith;
14. Operator's Report, including:
 - (a) Monthly Report;
 - (b) Compliance with permits and regulatory requirements, including review of any notices of violations, responses to notices and remedial action taken, self-reporting forms as and if required, and correspondence to and from regulatory agencies regarding same;
 - (c) Appeals of District charges;
 - (d) Refer accounts for collection;
 - (e) Write-off of uncollectible accounts;
 - (f) Repair and maintenance of District facilities;
 - (g) Status of water meter replacement program;
 - (h) Status of testing District's water supply for arsenic levels;
 - (i) Proposed sanitary sewer televising program;

- (j) Authorize review of Water Conservation Plan and Drought Contingency Plan for any required updates; and
 - (k) Supplemental and Emergency Supply contract with Harris County Municipal Utility District No. 216;
- 15. Authorize operator to provide required information to districts receiving water from the District relative to Consumer Confidence Reports;
- 16. Green Trails Monthly Report regarding supplemental law enforcement services;
- 17. Review of annual survey of wage rate scales and consider adoption of Resolution Adopting Prevailing Wage Rate Scale for Construction Projects;
- 18. Review and approval of proposals relative to renewal of the District's general liability, umbrella liability, property, boiler and machinery, director and officer liability, and pollution liability insurance coverage for policies expiring March 31, 2024;
- 19. Mass communication messaging matters; status of creation of a District website;
- 20. Status of installation of a hike and bike underpass on Fry Road by Willow Fork Drainage District;
- 21. Consider an amendment to the Emergency and Interim Water Supply Contract between the District and Green Trails Municipal Utility District, and authorize any action in connection therewith;
- 22. Attorney's Report;
- 23. Discuss status of potential litigation involving the District and authorize any action in connection therewith;
- 24. Convene Closed Session for consultation with attorney regarding pending or threatened litigation or matters protected by attorney-client privilege pursuant to Section 551.071, Texas Government Code, as amended, and deliberation regarding the purchase, exchange, lease, or value of real property pursuant to Section 551.072, Texas Government Code, as amended;
- 25. Reconvene in Open Session and authorize any actions related to matters discussed in Closed Session; and

26. Matters for possible placement on future agendas.

(SEAL)



SCHWARTZ, PAGE & HARDING, L.L.P.

By: 

Katherine H. Henderson
Attorney for 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) 623-4531 at least three business days prior to the meeting so that appropriate arrangements can be made.