

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, January 15, 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, and December 18, 2023, Board of Directors meetings;
3. Engagement of auditor to audit the District's financial statements and prepare the District's audit report for fiscal year ending January 31, 2024;
4. 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;
5. Bookkeeper's Report, including:
 - (a) Financial and investment reports and authorizing the payment of invoices presented; and
 - (b) Adoption of general operating budget, Wastewater Treatment Plant budget, and Joint Water Plant budget for fiscal year ending January 31, 2025;
6. Adoption of Resolution Adopting List of Qualified Brokers Authorized to Engage in Investment Transactions with the District;
7. Tax Assessor-Collector's Report, including authorizing the payment of invoices presented and approve moving of accounts to uncollectible roll;
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. 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;
- (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;

12. Status of acquisition of property owned by Second Baptist Church for a second water well; authorize any action in connection therewith;

13. 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; and
- (h) Status of testing District's water supply for arsenic levels;

14. Authorize operator to provide required information to districts receiving water from the District relative to Consumer Confidence Reports;

15. Green Trails Monthly Report regarding supplemental law enforcement services;

16. Mass communication messaging matters; status of creation of a District website;
17. Status of installation of a hike and bike underpass on Fry Road by Willow Fork Drainage District;
18. Discussion of renewal of District insurance coverages and authorize solicitation of proposals for same;
19. Attorney's Report;
20. Discuss status of potential litigation involving the District and authorize any action in connection therewith;
21. Matters related to Directors Election to be called for May 4, 2024, including (i) memorandum regarding independent and joint elections, (ii) notification of Harris County officials that the District intends to participate in the joint election if Harris County offers joint election services, and (iii) discussion regarding accessible voting systems, and take any action necessary or appropriate in connection therewith;
22. Supplemental Agenda regarding calling Directors Election;
23. 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;
24. Reconvene in Open Session and authorize any actions related to matters discussed in Closed Session; and
25. Matters for possible placement on future agendas.

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



By: Katherine Henderson
Katherine H. Henderson
Attorney for the District

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.