

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 2400, Houston, Harris County, Texas, said address being a meeting place of the District.

The meeting will be held on Monday, June 19, 2023, at 12:00 Noon.

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

1. Public comments;
2. Review and approve minutes of the May 15, 2023, Board of Directors meeting;
3. Bookkeeper's Report, including financial and investment reports and authorizing the payment of invoices presented;
4. Adoption of Resolution Adopting List of Qualified Brokers Authorized to Engage in Investment Transactions with District;
5. Tax Assessor-Collector's Report, including authorizing the payment of invoices presented and approve moving of accounts to uncollectible roll;
6. 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;
7. 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; and
 - (f) Discussion regarding portable generators or refurbishing used generators at the District's Lift Station Nos. 1 and 2 and the Joint Wastewater Treatment Plant;
- 8. Status of acquisition of property owned by Second Baptist Church for a second water well; authorize any action in connection therewith;
- 9. 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, including status of repair of well motor at the District's water plant;
 - (g) Status of water meter replacement program; and
 - (h) Submission of updated contact information and/or descriptive information regarding District facilities that qualify for critical load status to the County Office of Emergency Management, Public Utility Commission, and the Division of Emergency Management of the Governor, relative to compliance with §13.1396, Texas Water Code;
- 10. Discuss matters related to Consumer Confidence Report;
- 11. Green Trails Monthly Report regarding supplemental law enforcement services;
- 12. Status of implementation of mass communication messaging system by Classic Messaging LLC and Opt-in Campaign relative to same;
- 13. Status of installation of a hike and bike underpass on Fry Road by Willow Fork Drainage District;
- 14. Authorize completion, execution and filing with the Secretary of State of Voting System Annual Filing Form relative to District elections;
- 15. Request from Records Management Officer to destroy notes of Board of Directors meetings from February 21, 2022, to February 20, 2023;
- 16. Attorney's Report;

17. Discuss status of potential litigation involving the District and authorize any action in connection therewith;
18. 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;
19. Reconvene in Open Session and authorize any actions related to matters discussed in Closed Session; and
20. Matters for possible placement on future agendas.

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

(SEAL)

By: _____
Katherine 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.