

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 77056, said address being a meeting place of the District. Said meeting will also be conducted via videoconference pursuant to Texas Government Code, Section 551.127, as amended. To join the meeting by videoconference, go to <https://meet.goto.com/910350325>. For Chrome, Safari, Edge and other browsers, you made need to take additional download steps for mobile- and desktop-based use. All members of public may participate in the meeting in person or via videoconference.

The meeting will be held on Monday, January 19, 2026, at 12:00 Noon.

The Board shall consider and discuss the following matters and take any action appropriate with respect to such matters:

1. Public comments;
2. Review and approve minutes of the December 15, 2025, Board of Directors meeting;
3. Engagement of auditor to audit District's financial statements and prepare District's audit report for fiscal year ending January 31, 2026;
4. Bookkeeper's Report, including financial and investment reports and authorizing the payment of invoices presented;
5. Adoption of general operating budget, Wastewater Treatment Plant budget, and Joint Water Plant budget for fiscal year ending January 31, 2027;
6. Tax Assessor-Collector's Report, including authorizing the payment of invoices presented and approve moving of accounts to uncollectible roll;
7. Grant exemptions from taxation for 2026, and the adoption of a Resolution in connection therewith;
8. 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;
9. 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, 2026, including the filing of lawsuits, as necessary;

10. 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;
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;
 - i. Wastewater Treatment Plant Improvements Project, Phase 2; and
 - ii. Water Plant Improvements Project, Phase 2;
 - (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. Water Plant Improvements Project, Phase 1 (CFG Industries, LLC);
 - ii. Second Water Well (W.W. Payton Corporation); and
 - iii. Wastewater Treatment Plant Improvements Project, Phase 1 (Gilleland Smith Construction, Inc.);
 - (c) Acceptance of site and/or easement conveyance 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) Updates to the District's Capital Improvement Plan;
12. Discussion regarding Operations Advisory Committee relative to joint wastewater treatment plant;
13. Operator's Report, including:
 - (a) Monthly Report, including:
 - i. customer service metrics report; and
 - ii. GM services 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) Status of water meter replacement program;
 - (g) Repair and maintenance of District facilities, including status of repairs to

commercial meters and repairs to valves, and discussion regarding the District's extreme event overflow swale adjacent to 1007 Chisel Point Drive;

(h) Discussion regarding use of emergency interconnect with Green Trails Municipal Utility District; and

(i) Status of discussions with Harris County Municipal Utility District No. 216 ("No. 216") regarding Supplemental and Emergency Water Supply Agreement among the District, No. 216, and Harris County Municipal Utility District No. 346 ("No. 346");

14. Status of Amended and Restated Third Amendment to Interim and Permanent Water Supply Contract between the District and No. 346;

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

16. District website and mass communication messaging matters;

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. Matters related to Directors Election to be called for May 2, 2026, including (i) memorandum regarding independent elections, and (ii) authorize purchase of electronic voting equipment, and take any action necessary or appropriate in connection therewith;

20. Supplemental Agenda regarding calling Directors Election;

21. Attorney's Report;

22. 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 security pursuant to Section 551.089, Texas Government Code, as amended;

23. Reconvene in Open Session and authorize any actions related to matters discussed in Closed Session; and

24. Matters for possible placement on future agendas.

(SEAL)



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

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.

Proposed Budget

Harris County MUD No. 345 - FYE 01/2027

	Ten Month Actuals	Twelve Months Annualized	Approved	Proposed
	02/25 - 11/25	FYE 01/26	2026 Budget	2027 Budget

Revenues

14101 · Water - Customer Service Revenue	323,226	383,226	440,200	421,500
14105 · Connection Fees	2,323	2,787	2,200	2,900
14111 · COH - Pumpage Fees	589,260	699,260	746,514	769,200
14201 · Wastewater - Customer Service Revenue	223,311	267,973	308,000	281,400
14203 · Grease Trap Inspection Fees	8,760	10,512	21,160	11,000
14301 · Maintenance Tax Collections	792,000	1,123,086	1,139,100	1,109,400
14401 · Sales Tax Revenue	115,128	138,153	135,700	142,300
14501 · Tap Connections	133,050	133,050	0	0
14502 · Inspection Fees	3,287	3,944	2,000	0
14702 · Penalties & Interest	12,327	16,436	16,800	17,300
14801 · Interest Earned on Checking	638	688	600	700
14802 · Interest Earned on Temp. Invest	305,447	366,536	233,300	264,700
15801 · Miscellaneous Income	57	57	0	50
15802 · Other Income/HC 346	75,546	113,320	151,700	119,000
Total Revenues	\$2,584,359	\$3,259,029	\$3,197,274	\$3,139,450

Expenditures

16101 · Billing Service Fees - Water	23,519	28,223	27,700	29,600
16102 · Operations - Water	1,115	1,338	130	1,400
16104 · Purchase Water / JWP	166,169	221,559	202,494	230,346
16105 · Maintenance & Repairs - Water	208,619	250,343	337,370	262,900
16108 · Laboratory Expense - Water	12,136	14,564	7,800	15,300
16110 · Utilities - Water	250	250	250	250
16112 · Disconnection Expense	5,040	6,048	0	6,400
16113 · Transfer Expense	855	1,026	1,300	1,100
16115 · Meter Replacement	513	513	50,000	15,000
16116 · Permit Expense - Water	3,138	3,138	3,200	3,200
16117 · TCEQ Regulatory Expense - Water	0	1,495	2,100	1,600
16120 · COH - Pumpage Expense	410,408	520,408	746,514	628,929
16121 · Supplemental Water - HC 216	117,828	117,828	70,000	118,000

Proposed Budget

Harris County MUD No. 345 - FYE 01/2027

	Ten Month Actuals 02/25 - 11/25	Twelve Months Annualized FYE 01/26	Approved	Proposed
			2026 Budget	2027 Budget
16201 · Billing Service Fees - Wastewater	28,519	34,223	33,500	35,900
16202 · Operations - Wastewater	1,115	1,338	130	1,400
16203 · Grease Trap Inspections	8,340	10,008	21,160	10,500
16205 · Maint & Repairs - Wastewater	1,798	2,158	51,600	2,300
16206 · Maint & Repairs - Lift Station	69,414	83,297	54,400	87,500
16209 · Mowing - Wastewater	1,463	1,755	6,000	1,800
16211 · Utilities - Lift Station	2,087	2,504	2,200	2,600
16214 · Telephone Expense - Wastewater	1,078	1,293	1,500	1,400
16217 · TCEQ Regulatory Expense - Wastewater	0	1,495	2,100	1,600
16220 · Purchase Wastewater Service-GT	217,469	326,203	373,700	342,500
16221 · Purchase Wastewater Ser-345 STP	121,841	162,454	154,984	167,818
16402 · Storm Water Quality	9,950	11,940	12,700	12,500
16501 · Tap Connection Expense	99,350	99,350	0	0
16502 · Inspection Expense	3,740	4,488	1,700	0
16701 · Administrative Fees	13,769	16,522	13,700	17,300
16703 · Legal Fees	76,762	92,114	85,000	96,700
16705 · Auditing Fees	21,600	21,600	22,500	22,700
16706 · Engineering Fees	42,278	50,734	50,000	53,300
16707 · Engineering Fees - Special	0	0	22,000	0
16709 · Election Expense	0	0	0	25,000
16710 · Website Hosting	2,590	2,590	5,000	2,700
16711 · Sales Tax Consultant	0	0	1,000	0
16712 · Bookkeeping Fees	50,800	60,960	70,200	70,200
16713 · Legal Notices & Other Publ.	0	0	90	100
16714 · Printing & Office Supplies	11,708	14,050	15,200	14,800
16715 · Filing Fees	744	992	1,100	1,000
16716 · Delivery Expense	500	600	400	600
16717 · Postage	176	211	500	200
16718 · Insurance & Surety Bond	9,366	9,366	9,000	9,800

Proposed Budget

Harris County MUD No. 345 - FYE 01/2027

	Ten Month Actuals	Twelve Months Annualized	Approved	Proposed
	02/25 - 11/25	FYE 01/26	2026 Budget	2027 Budget
16721 · Meeting Expense	6,166	7,899	5,800	8,300
16722 · Bank Service Charge	295	404	310	700
16723 · Travel Expense	167	200	200	200
16724 · Publication Expense (SB 622)	0	0	1,000	500
16728 · Record Storage Fees	2,513	3,016	2,800	3,200
16730 · Consumer Confident Report	327	327	400	340
17101 · Payroll Expenses	9,282	11,138	12,400	13,300
17102 · Payroll Administration	550	600	0	600
17103 · Payroll Tax Expense	710	852	900	1,000
17802 · Miscellaneous Expense	0	0	300	300
Total Expenditures	\$1,766,056	\$2,203,415	\$2,484,332	\$2,324,683
Other Revenues				
15901 · Assigned Surplus	0	0	5,643,355	5,213,237
15905 · Transfer from Joint Water Plant	758,638	758,638	0	0
Total Other Revenues	\$758,638	\$758,638	\$5,643,355	\$5,213,237
Capital Outlay				
17901 · Capital Outlay	374	374	328,300	50,000
17908 · Capital Outlay - JWP	5,109	5,109	552,549	1,070,707
17909 · Capital Outlay - WWTP	39,505	39,505	337,546	1,006,911
17910 · Capital Outlay - GT WWTP	67,164	67,164	0	236,440
17919 · Capital Outlay - JWP WW #2	68,459	68,459	4,340,960	3,298,373
17920 · Capital Outlay - JWP GST Recoating	139,393	139,393	210,864	123,585
18105 · Transfer to JWP - Reserve	0	483,396	534,028	71,472
18106 · Transfer to STP - Reserve	0	40,056	52,050	170,517
Total Capital Outlay	\$320,004	\$843,455	\$6,356,298	\$6,028,004
Net Excess Revenues <Expenditures>	\$1,256,938	\$970,797	\$0	\$0

Proposed Budget

Harris County MUD No. 345 - FYE 01/2027

Ten Month Actuals	Twelve Months Annualized	Approved	Proposed
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These appendix items required by Texas Water Code Section 49.057(b) are filed in the District's official records and are available upon request. Any person wishing to obtain a copy of such documents may submit a request to the following address: Harris County MUD No. 345, c/o Schwartz, Page & Harding, L.L.P., 1300 Post Oak Blvd., Suite 2400, Houston, TX 77056, (713) 623-4531.

Taxpayer Impact Statement

	Current Budget Fiscal Year Ending** 01/2026	Proposed Budget Fiscal Year Ending** 01/2027	No-New-Revenue Tax Rate Budget***
Estimated District Operations and Maintenance Tax Bill on Average Homestead*	\$840.98	\$819.16	\$840.98

*The District levies taxes in accordance with the Texas Water Code. The District's current operations and maintenance tax rate is equal to \$0.158 per \$100 of assessed value. Average homestead values are determined by the county appraisal district. All estimates above were prepared utilizing the average resident homestead value as of the time that the District's most recent Truth in Taxation worksheet was prepared in accordance with the Texas Water Code.

**Average tax bill estimates for the current and proposed budgets reflect those taxes necessary to fund the operation and maintenance tax revenues stated in the applicable budget.

***This column estimates the operations and maintenance taxes to be paid on the average homestead if the proposed budget generates the same amount of operations and maintenance tax revenues as the current budget.