

## **HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 345**

### **Minutes of Special Meeting of Board of Directors**

December 11, 2023

The Board of Directors (the "Board") of Harris County Municipal Utility District No. 345 (the "District") met in special session at the Board's designated meeting place at 1300 Post Oak Boulevard, Suite 2400, Houston, Harris County, Texas, on December 11, 2023, in accordance with the duly posted notice of meeting, and the roll was called of the duly constituted members of said Board of Directors, as follows:

Everett M. Dalton, President  
Keith Wright, Vice President  
Aaron Pichon, Secretary  
David Vinzant, Assistant Secretary

and all of said persons were present, thus constituting a quorum.

Also present were Angela Smith, a resident of the District; and Kate Henderson, Linda Knox, and Alyssa Kanarr of Schwartz, Page and Harding, L.L.P. ("SPH").

The President called the meeting to order, and declared it open for such business as might regularly come before it.

#### **PUBLIC COMMENTS**

The Board began by opening the meeting for public comments. The Board recognized Ms. Smith, who inquired as to (i) the status of the establishment of a District website, (ii) the demographics of the eleven (11) residents of the District who submitted resumes in connection with the appointment of a new Director to fill the vacancy on the Board, and (iii) information regarding the District's prior director elections. Ms. Henderson responded to Ms. Smith's inquiries.

#### **DISCUSSION REGARDING APPOINTMENT OF A NEW DIRECTOR TO FILL THE VACANCY ON THE BOARD**

Ms. Henderson advised that discussion regarding the appointment of a new Director to fill the vacancy on the Board would be addressed in Closed Session.

#### **MATTERS RELATED TO THE DIRECTORS ELECTION TO BE CALLED FOR MAY 4, 2024**

Ms. Henderson reported on issues related to the District's Directors Election to be called for May 4, 2024, including the requirement for the posting of a Notice Regarding Candidate Filing Period. Following discussion, it was moved by Director Wright, seconded by Director

Pichon and unanimously carried, that SPH be authorized to post the required Notice Regarding Candidate Filing Period at (i) the in-District posting location for notices of meetings, and (ii) the District's administrative office, as required by law.

A discussion next ensued regarding the possibility of emailing the Notice Regarding Candidate Filing Period to the residents of the District through the District's mass communication messaging system. After discussion on the matter, it was moved by Director Pichon and seconded by Director Wright, that the Notice Regarding Candidate Filing Period be emailed to the residents through the mass communication messaging system. The motion carried with Directors Dalton, Wright and Pichon voting in favor of such action and Director Vinzant voting against such action.

### **ATTORNEY'S REPORT**

The Board next considered the attorney's report. Ms. Henderson advised the Board that she had nothing further to discuss with the Board of a legal nature which was not covered under specific agenda items.

### **CLOSED SESSION**

At 2:15 p.m., the Board President announced that the Board would meet in Closed Session to discuss personnel matters pursuant to Section 551.074, Texas Government Code. At this time, Ms. Smith exited the meeting.

At 2:47 p.m., the Board President announced that the Board would reconvene in Open Session, whereupon, it was moved by Director Dalton that, at the District's next regularly scheduled Board of Directors meeting, Mike Fitzgerald be appointed as a Director to fill the current vacancy on the Board. Director Vinzant seconded said motion, which unanimously carried.


### **FUTURE AGENDA ITEMS**

The Board considered items for placement on future agendas. No items were requested to be added to future agendas other than those items hereinabove discussed.

### **ADJOURNMENT**

There being no further business to come before the Board, upon motion made by Director Dalton, seconded by Director Pichon, and unanimously carried, the meeting was adjourned.



  
Secretary