

HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 345

Minutes of Meeting of Board of Directors

December 16, 2024

The Board of Directors (the "Board") of Harris County Municipal Utility District No. 345 (the "District") met in regular session at the Board's designated meeting place at 1300 Post Oak Boulevard, Suite 2500, Houston, Harris County, Texas, on December 16, 2024, 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
Michael Fitzgerald, Assistant Secretary

and all of said persons were present, except Director Dalton, thus constituting a quorum. Director Dalton entered the meeting after it had been called to order, as noted herein.

Also present were Kayla Crigger of Municipal Accounts & Consulting, L.P. ("MA&C"); Isabel Mata of Wheeler & Associates, Inc. ("Wheeler"); Chad Buckley and Allen Jenkins of Inframark, LLC ("Inframark"); Bob Wempe of Pape-Dawson Consulting Engineers, LLC ("Pape-Dawson"); Angela Smith, a resident of the District; and Kate Henderson and Charlotte Griffiths of Schwartz, Page and Harding, L.L.P. ("SPH").

In the absence of the President, the Vice 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 addressed the Board regarding various District matters, including information on the District's website, general communication by the Board, District consultants, and with residents and her concerns regarding arsenic levels in connection with the current water well and soon to be constructed second water well. Concluding her comments, Ms. Smith requested a copy of Exhibit "J" of the minutes of the May 20, 2024, Board of Directors meeting. Ms. Henderson noted that SPH would send Exhibit "J" to Ms. Smith following today's meeting, pursuant to her open records request.

Director Dalton entered the meeting during public comments.

APPROVAL OF MINUTES

The Board considered approval of the minutes of its regular meeting held on November 18, 2024. After review and discussion of the minutes presented, Director Vinzant moved that such

minutes be approved, as written. Director Wright seconded said motion, which unanimously carried.

BOOKKEEPER'S REPORT

Ms. Crigger presented to and reviewed with the Board a Bookkeeper's Report dated December 16, 2024, a copy of which is attached hereto as **Exhibit A**, including the disbursements presented for payment from the District's various accounts, a Fund Balance Report, Pledged Securities Report, Actual vs. Budget Comparisons for the District's various accounts, and a Cash Flow Forecast. Ms. Crigger additionally presented to and reviewed with the Board a Quarterly Investment Inventory Report for the period ended October 31, 2024, which had been prepared by MA&C, a copy of which is attached to the Bookkeeper's Report. Following discussion, Director Wright moved that the Board (i) approve the Bookkeeper's Report and authorize payment of the disbursements listed therein, and (ii) approve the Quarterly Investment Inventory Report and authorize the District's Investment Officer to execute same on behalf of the Board and District. Director Fitzgerald seconded the motion, which unanimously carried.

Ms. Crigger next presented and discussed a preliminary draft of the operating budget for the District and preliminary drafts of the budgets for the Joint Wastewater Treatment Plant and Joint Water Plant for the fiscal year ending January 31, 2026, copies of which are included in the Bookkeeper's Report, and requested that the Directors and consultants provide any comments to such budgets prior to the Board's next meeting.

TAX ASSESSOR-COLLECTOR'S REPORT

Ms. Mata presented to and reviewed with the Board the Tax Assessor-Collector's Report dated as of November 30, 2024, a copy of which is attached hereto as **Exhibit B**. Following review and discussion of the report submitted, it was moved by Director Dalton, seconded by Director Fitzgerald and unanimously carried, that the Tax Assessor-Collector Report dated as of November 30, 2024, be approved, and that the disbursements identified therein be authorized for payment from the District's Tax Account.

DELINQUENT TAX REPORT

Ms. Henderson reported that a Delinquent Tax Report was not received this month from the District's delinquent tax attorneys, Perdue, Brandon, Collins, Fielder & Mott, L.L.P. ("PBCFM"). Ms. Henderson noted that PBCFM provides the District reports on a quarterly basis and that she anticipated presenting same at the next meeting.

ENGINEER'S REPORT

The Board next considered the Engineer's Report. In connection therewith, Mr. Wempe presented to and reviewed with the Board an Engineering Report dated December 16, 2024, a copy of which is attached hereto as **Exhibit C**. In connection with the construction of the Second Water Well and the District's application for a waiver of the Sanitary Control Easements in connection therewith, Ms. Henderson advised the Board that the District had received the waiver in connection

with same from the Texas Commission on Environmental Quality. A copy of the waiver is included with Exhibit C. Following discussion, it was noted that no action was required at this time in connection with the Engineer's Report

REQUEST TO WEST PARK MUNICIPAL UTILITY DISTRICT ("WEST PARK") TO DELAY ITS SURFACE WATER CONVERSION PROJECT

Ms. Henderson reminded the Board that the engineer for West Park confirmed via email correspondence that West Park's surface water conversion project would be delayed until October 2025, and noted that, as of the last meeting, receipt of a formal written confirmation from West Park was still pending. Ms. Henderson noted that she had followed up the attorney for West Park regarding official confirmation regarding the delay of said surface water conversion project until October 2025, and had confirmed with the attorney for West Park that the previously received email correspondence from the engineer for West Park would suffice as the official confirmation of same. Following discussion, the Board concurred that the email correspondence from the engineer for West Park would suffice as official confirmation of West Park's commitment to delay the surface water conversion and that no action was required in connection with same at this time. The Board then requested this item be removed from the agenda.

OPERATIONS ADVISORY COMMITTEE REPORT RELATIVE TO JOINT WASTEWATER TREATMENT PLANT (WWTP)

Director Fitzgerald next provided a brief update regarding the recent Operations Advisory Committee meeting. In connection therewith, he noted that the Operations Advisory Committee would meet on a quarterly basis going forward and that no action was required of the Board in connection with same at this time.

OPERATIONS REPORT

Mr. Buckley presented to and reviewed with the Board the Operations and Maintenance Report ("Operations Report") for the month of November 2024, a copy of which is attached hereto as **Exhibit D**. Following discussion, the Board concurred to delay any service terminations during the month of December 2024 until January 2025.

SECURITY MATTERS

The Board next considered security matters throughout the District. In connection therewith, Ms. Henderson presented to and reviewed with the Board the November 2024 reports for both Green Trails and Harris County Constable Precinct 5 Beat Activity, copies of which are attached hereto as **Exhibit E**. Following discussion, the Board concurred to post a link to the Harris County's Constable's website to the District's website as a courtesy to the District's residents going forward.

MASS COMMUNICATION MESSAGING SYSTEM AND DISTRICT WEBSITE

The Board next considered the status of communications within the District and the District's website. Following discussion, the Board concurred that no action was required in connection with same.

STATUS OF HIKE AND BIKE UNDERPASS ON FRY ROAD BY WILLOW FORK DRAINAGE DISTRICT ("WILLOW FORK")

Ms. Henderson advised that she had nothing new to report to the Board at this time in connection with the status of the installation by Willow Fork of a hike and bike underpass to be located on Fry Road.

ATTORNEY'S REPORT

The Board next considered the attorney's report. In connection therewith, Ms. Henderson reviewed with the Board a memorandum prepared by SPH concerning the Environmental Protection Agency's final National Primary Drinking Water Regulation ("NPDWR") for per and polyfluoroalkyl substances ("PFAS"), a copy of which is attached hereto as **Exhibit F**. Ms. Henderson advised that the NPDWR establishes maximum contaminant levels ("MCLs") for six categories of the twenty-nine PFAS chemicals that may be found in public water systems, as well as an initial testing schedule for those categories that must be followed by certain districts. Ms. Henderson further advised that the applicability of the NPDWR to the District will depend, in part, on a review of the sources and disinfection treatments for the District's water supply. For example, districts which receive treated water from another water system through an interconnect for distribution without further treatment, except any treatment necessary to maintain water quality within the receiving district's distribution system, are not required to monitor that water under the NPDWR. Ms. Henderson noted that, for applicable districts, initial water supply monitoring is required to be completed by April 26, 2027. She stated that, depending on initial monitoring results, further monitoring will be established and a solution must be implemented to reduce PFAS levels for these six categories below the MCLs by April 26, 2029.

Following discussion, Director Pichon moved that Inframark and Pape-Dawson be authorized to (i) determine whether the District is subject to the testing requirements of the NPDWR and, if so, (ii) develop an initial monitoring schedule which complies with the deadlines set forth in the attached memorandum. Director Wright seconded the motion, which unanimously carried. The Board then requested Inframark and Pape-Dawson determine what additional testing, if any, would be required by the District should it receive surface water from the City of Houston.

CLOSED SESSION

Ms. Henderson advised the Board that it would not be necessary to convene in closed session at this time.

FUTURE AGENDA ITEMS

The Board considered items for placement on future agendas. Director Fitzgerald requested an agenda item be added regarding an investigation into and remedy by Harris County of a subpar sidewalk ramp repair performed by a contractor at the corner of Crescent Green Drive and Crescent Parkway Court, as discussed in prior Board meetings. Director Pichon also requested that Inframark provide additional information on customer service metrics to the Operator's report.

DISTRICT WEBSITE (CONT'D)

The Board then discussed adding a year-end statement to the District's website regarding developments during the 2024 calendar year. Following discussion, the Board concurred for SPH to draft same for Director Pichon's approval prior to posting to the District's website.

ADJOURNMENT

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



SEAL


Secretary

List of Attachments to
Harris County Municipal Utility District No. 345
Minutes of Meeting of December 20, 2024

- Exhibit A Bookkeeper's Report
- Exhibit B Tax Assessor-Collector Report
- Exhibit C Engineer's Report
- Exhibit D Operations Report
- Exhibit E October 2024 and November 2024 Security Reports
- Exhibit F PFAS Memorandum