

HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 345

Minutes of Meeting of Board of Directors

March 17, 2025

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 March 17, 2025, 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 Vinzant, thus constituting a quorum.

Also present were Yaneth Cooper of Municipal Accounts & Consulting, L.P. ("MA&C"); Isabel Mata of Wheeler & Associates, Inc. ("Wheeler"); Chad Buckley of Inframark, LLC ("Inframark"); Bob Wempe of Pape-Dawson Consulting Engineers, LLC ("Pape-Dawson"); and Kate Henderson and Charlotte Griffiths 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. There being no comments from members of the public, the Board continued to the next item of business.

APPROVAL OF MINUTES

The Board considered approval of the minutes of its regular meeting held on February 17, 2025. After review and discussion of the minutes presented, Director Dalton moved that such minutes be approved, as written. Director Wright seconded said motion, which unanimously carried.

BOOKKEEPER'S REPORT

Ms. Cooper presented to and reviewed with the Board a Bookkeeper's Report dated March 17, 2025, 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. Cooper additionally presented to and reviewed with the Board a Quarterly

Investment Inventory Report for the period ended January 31, 2025, 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, with the exception of check no. 11920, which was voided, 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.

TAX ASSESSOR-COLLECTOR'S REPORT

Ms. Mata presented to and reviewed with the Board the Tax Assessor-Collector's Report dated as of February 28, 2025, a copy of which is attached hereto as **Exhibit B**. Following review and discussion of the report submitted, it was moved by Director Fitzgerald, seconded by Director Pichon and unanimously carried, that the Tax Assessor-Collector Report dated as of February 28, 2025, be approved, and that the disbursements identified therein be authorized for payment from the District's Tax Account.

UNCLAIMED PROPERTY REPORT

The Board then considered authorizing the District's consultants to research unclaimed property and the District's Bookkeeper and Tax Assessor Collector to prepare Unclaimed Property Reports as of March 1, 2025. After discussion, Director Fitzgerald moved that the District's consultants be authorized to research their records to determine whether or not there is any unclaimed property for the stated period, and that MA&C and Wheeler be authorized to prepare Unclaimed Property Reports, if necessary, for the Board's approval. Director Pichon seconded said motion, which unanimously carried.

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.

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 March 17, 2025, a copy of which is attached hereto as **Exhibit C**. Mr. Wempe advised that Pape-Dawson would open bidding for construction of the Second Water Well on March 21, 2025, with incentives and disincentives as requested by the Board at the February meeting. A discussion ensued regarding the timing of the bidding and award of same. The Board concurred to hold a special meeting before month end to receive bids and award the contract to the winning bidder in order to keep the project moving forward in a timely manner.

Mr. Fitzgerald then updated the Board regarding the discussion at the Harris County Municipal Utility District No. 346 ("No. 346") Board of Director's meeting in connection with the proposed emergency interconnect with No. 346 and Mason Creek Utility District. Ms. Henderson

then presented to the Board a projected cashflow forecast prepared by Master Advisors, LLC in connection with the District funding the entirety of the proposed interconnect. Following discussion, it was noted that no action was required in connection with the Engineer's Report 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 February 2025, a copy of which is attached hereto as **Exhibit D**. He presented one (1) account in the amount of \$136.50 to be moved to collections. He then reminded the Board of the low accountability for the recent reporting periods, and reported that Inframark has identified a leak in a certain storm drain and is actively coordinating the repair. Following discussion, Director Fitzgerald moved that Inframark be authorized to move one (1) account in the amount of \$136.50 to collections, as recommended by Inframark. Director Wright seconded the motion, which unanimously carried.

CRITICAL LOAD STATUS

Ms. Henderson then reported that Section 13.1396 of the Texas Water Code requires that a district must annually submit to each electric distribution utility and each retail electric utility provider, on forms reasonably required by each entity, its facilities which qualify for critical load status and requested that the Board authorize Inframark to make such annual filing on behalf of the District. After discussion, Director Dalton moved that Inframark be authorized to make the District's annual critical load status filing on behalf of the District. Director Fitzgerald seconded the motion, which carried unanimously.

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

Director Fitzgerald advised that he had no update regarding the Operations Advisory Committee at this time.

SECURITY MATTERS

The Board next considered security matters throughout the District. In connection there with, Ms. Henderson presented to and reviewed with the Board the February 2025 Green Trails Monthly Report and Harris County Constable Precinct 5 Beat Activity Report, copies of which are attached hereto as **Exhibit E**. Following discussion, it was noted that no action was required of the Board in connection with the security reports.

PROPOSALS FOR RENEWAL OF DISTRICT INSURANCE COVERAGES

The Board next considered proposals for renewal of the District's insurance policies. Ms. Henderson reminded the Board that the District's current insurance policies were issued through Brown & Brown Lonestar Insurance Service, Inc. ("Brown") and that such policies will expire on March 31, 2025, and that Brown's renewal policy had been presented at the February meeting. Ms.

Henderson then presented to and reviewed with the Board insurance proposals from Arthur J. Gallagher & Co. Risk Management Services, a copy of which is attached hereto as **Exhibit F**, and McDonald & Wessendorff Insurance, a copy of which is attached hereto as **Exhibit G**, which had been requested by the Board at the January meeting. Following discussion, Director Dalton moved that the Board accept the insurance proposal from Brown, subject to approval by Director Wright. Director Fitzgerald seconded the motion, which unanimously carried.

Ms. Cooper then requested the Board approve check nos. 11931 through 11933 from the District's general operating fund account, check no. 5319 from the Joint Water Plant fund account, and check no. 3306 from the Joint Wastewater Treatment Plant Fund account, each payable to Brown in connection with the insurance renewal. Following discussion, Director Dalton moved to approve such additional checks. Director Fitzgerald seconded the motion, which unanimously carried.

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, it was noted that no action was required of the Board at this time.

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 advised that she had nothing further of a legal nature to discuss with the Board at this time.

CLOSED SESSION

The President announced at 12:50 p.m. that the Board would convene in Closed Session pursuant to Texas Government Code, Sections 551.071 and 551.089. All of those in attendance, with the exception of the Board, Mr. Buckley, Mr. Wempe, Ms. Henderson and Ms. Griffiths, exited the meeting at this time.

RECONVENE IN OPEN SESSION

The Board reconvened in Open Session at 1:42 p.m., with the Board, Mr. Buckley, Mr. Wempe, Ms. Henderson and Ms. Griffiths in attendance.

Following discussion of matters relative to testing bifurcation of the District's system in the case of an emergency situation and PFAS-related class action litigation, Director Dalton moved that the District (i) proceed with testing of bifurcating the District's system as discussed and as

proposed by the Operator, and (ii) not file claim against Tyco and BSAF in the PFAS-related class action litigation. Director Fitzgerald seconded the motion, which unanimously carried.

FUTURE AGENDA ITEMS

The Board considered items for placement on future agendas. Ms. Cooper requested that an item be placed on the next agenda including, payroll processing services by HR&P, Inc. for Director per diems, expense reimbursements, and relative tax payments and reporting. The Board concurred to include such an item on next month's agenda.

ADJOURNMENT

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



Secretary

List of Attachments to
Harris County Municipal Utility District No. 345
Minutes of Meeting of March 17, 2025

Exhibit A	Bookkeeper's Report
Exhibit B	Tax Assessor-Collector Report
Exhibit C	Engineer's Report
Exhibit D	Operations Report
Exhibit E	Security Matters
Exhibit F	Gallagher Insurance Proposal
Exhibit G	M&W Insurance Proposal