

HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 345

Minutes of Meeting of Board of Directors

July 21, 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 July 21, 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 Directors Wright and Fitzgerald, thus constituting a quorum.

Also present were Yaneth Cooper of Municipal Accounts & Consulting, L.P. ("MA&C"); Ashlie Whittemore of Wheeler & Associates, Inc. ("Wheeler"); Chad Buckley of Inframark, LLC ("Inframark"); Bob Wempe of Pape-Dawson 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").

The President then 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 and recognized Ms. Smith. Ms. Smith addressed the Board regarding videoconferencing of Board meetings and the location of Board meetings. Ms. Smith then requested information regarding groundwater reduction plan ("GRP") fees paid by the District to the City of Houston and options available to the District to reduce said GRP fees, including potential collaborative efforts with surrounding municipal utility districts. Following discussion and there being no further 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 June 16, 2025. After review and discussion of the June 16, 2025, minutes presented, Director Vinzant moved that such minutes be approved, as written. Director Dalton seconded said motion, which unanimously carried.

BOOKKEEPER'S REPORT

Ms. Cooper presented to and reviewed with the Board a Bookkeeper's Report dated July 21, 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. Following discussion, Director Pichon moved that the Board approve the Bookkeeper's Report and authorize payment of the disbursements listed therein. Director Dalton seconded the motion, which unanimously carried.

TAX ASSESSOR-COLLECTOR'S REPORT

Ms. Whittemore presented to and reviewed with the Board the Tax Assessor-Collector's Report dated as June 30, 2025, a copy of which is attached hereto as **Exhibit B**. Following review and discussion of the report submitted, it was moved by Director Vinzant, seconded by Director Pichon and unanimously carried, that the Tax Assessor-Collector Report dated as of June 30, 2025, 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.

ENGINEER'S REPORT

The Board next considered the Engineer's Report. Mr. Wempe presented to and reviewed with the Board an Engineering Report dated July 21, 2025, a copy of which is attached hereto as **Exhibit C**. Following discussion of various matters contained therein, it was noted that no action was required of the Board in connection with the Engineer's Report.

Ms. Henderson presented to and reviewed with the Board a report from the Storm Water Solutions, LLC ("SWS") for the month of August 2025, a copy of which is attached hereto as **Exhibit D**. She noted that no action was required of the Board in connection with the SWS report.

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

Ms. Henderson advised that she had no update regarding the Operations Advisory Committee 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 June 2025, a copy of which is attached hereto as **Exhibit E**. He advised the Board that the valve survey is complete and a report would be submitted

to the Board next month. Following discussion of various matters contained therein, it was noted that no action was required of the Board in connection with the Operator's report.

AMENDED AND RESTATED THIRD AMENDMENT TO INTERIM AND PERMANENT WATER SUPPLY CONTRACT (THE "CONTRACT")

Ms. Henderson advised that the proposed Contract is still under review by Harris County Municipal Utility District No. 346. Ms. Henderson reminded the Board that the District would operate under the terms of the prior agreement until the Contract is approved by all parties. Following discussion, the Board deferred consideration of the Contract at this time.

SECURITY MATTERS

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

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 in connection with same.

CONSIDERATION OF PROPOSALS FOR VIDEOCONFERENCING OF BOARD MEETINGS; DISCUSS REGULAR MEETING PLACE OF THE BOARD

The Board next considered proposals for videoconferencing of Board meetings and a regular meeting place of the Board within the District and the associated costs in connection with both options. In connection therewith, Ms. Henderson presented to and reviewed with the Board proposals from Off Cinco LLC ("Off Cinco") and Touchstone District Services ("Touchstone"), copies of which are attached hereto as **Exhibit G** and **Exhibit H**, respectively. She reminded the Board that the fee to utilize Mason Creek Utility District's building is \$350 for each meeting, and discussed the estimated additional cost for the District's consultants if the Board meetings were to be moved out to the District. The Board concurred that it appeared to be less expensive to videoconference Board meetings than to move Board meetings near the District but requested each consultant to confirm its estimated cost to attend meetings near the District. Ms. Smith then advised the Board that Baker Road Municipal Utility District ("Baker Road") has offered its recreation center free of cost. Upon query from Ms. Henderson regarding the location of Baker Road's recreation center, Ms. Smith confirmed that it is located within a gated subdivision. Following additional discussion, the Board requested Ms. Henderson contact Baker Road for potential use of its recreation center for Board meetings, and deferred taking action on the matter 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 the Board that a Legislative Summary of the 89th Regular Session of the Texas Legislature prepared by SPH was previously emailed to the Board. She then advised that information regarding significant legislation which may be of interest to or impact the water district industry would be forth coming.

CLOSED SESSION

The Board determined it was not necessary to enter into Closed Session.

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

List of Attachments to
Harris County Municipal Utility District No. 345
Minutes of Meeting of July 21, 2025

- Exhibit A Bookkeeper's Report
- Exhibit B Tax Assessor-Collector Report
- Exhibit C Engineer's Report
- Exhibit D SWS Report
- Exhibit E Operations Report
- Exhibit F Security Matters
- Exhibit G Proposal from Off Cinco
- Exhibit H Proposal from Touchstone