

HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 345

Minutes of Meeting of Board of Directors

November 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 November 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 Dalton, 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 Engineers, LLC ("Pape-Dawson"); Barry Hards of Texas Groundworks Management, Inc. ("TGM"); Justin Waggoner of Touchstone District Services, LLC ("Touchstone"); and Kate Henderson and Charlotte Griffiths of Schwartz, Page and Harding, L.L.P. ("SPH"). Angela Smith, a resident of the District, joined the meeting via videoconference.

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

PUBLIC COMMENTS

The Board began by opening the meeting for public comments and recognized Mr. Hards. Mr. Hards addressed the Board and provided information regarding services provided by TGM, a copy of which is attached hereto as **Exhibit A**. The Board next recognized Ms. Smith who addressed the Board regarding the option to participate in Board meetings via videoconference.

Mr. Hards exited the meeting at this time.

APPROVAL OF MINUTES

The Board considered approval of the minutes of its regular meeting held on October 20, 2025. After review and discussion of the October 20, 2025, minutes presented, Director Pichon 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 November 17, 2025, a copy of which is attached hereto as **Exhibit B**, 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 Vinzant moved that the Board approve the Bookkeeper's Report and authorize payment of the disbursements listed therein. Director Pichon 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 October 31, 2025, a copy of which is attached hereto as **Exhibit C**. Following review and discussion of the report submitted, it was moved by Director Vinzant, seconded by Director Fitzgerald and unanimously carried, that the Tax Assessor-Collector Report dated as of October 31, 2025, be approved, and that the disbursements identified therein be authorized for payment from the District's Tax Account.

DELINQUENT TAX REPORT

Ms. Henderson presented to and reviewed with the Board a Delinquent Tax Report dated October 20, 2025, from the District's delinquent tax attorneys, Perdue, Brandon, Collins, Fielder & Mott, L.L.P., a copy of which is attached hereto as **Exhibit D**. Following discussion, it was noted that no action was required of the Board in connection with the Delinquent Tax Report.

ENGINEER'S REPORT

The Board next considered the Engineer's Report. Mr. Wempe presented to and reviewed with the Board an Engineering Report dated November 17, 2025, a copy of which is attached hereto as **Exhibit E**. In connection therewith, he confirmed that the completion of the second water well was on schedule at this time. The Board reiterated its request for an update schedule of said projects.

Ms. Henderson then presented to and reviewed with the Board a report from Storm Water Solutions, LLC ("SWS") dated October 2025, a copy of which is included with **Exhibit E**.

Following discussion of various matters contained therein, Director Vinzant moved that the Board approve all actions contained in the Engineer's Report, including (i) ratification of the Board's prior approval of a proposal from SWS for the clean out of the Green Trails OGT Unit, and (ii) award of construction contract to Gilleland Smith Construction, Inc. in the amount of \$2,129,285.00, as recommended by Pape-Dawson, relative to Wastewater Treatment Plant Phase 1, including: (a) authorize the Board President to execute the contracts on behalf of the Board and the District, subject to SPH's review of certain requirements related to insurance and payment and performance bonds; and (b) the acceptance of any Texas Ethics Commission ("TEC") Form 1295s

required in connection therewith. Director Pichon seconded the motion, which unanimously carried.

OPERATIONS ADVISORY COMMITTEE REPORT RELATIVE TO JOINT WASTEWATER TREATMENT PLANT

Director Fitzgerald advised that the next Operations Advisory Committee scheduled to meet in December and that he did not have anything to 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 October 2025, a copy of which is attached hereto as **Exhibit F**. The Board discussed the status of implementation of Inframark's new online payment system and communications with customers regarding same. Mr. Buckley proposed that Inframark offer a grace period to customers enrolled in online payments in November in connection with the transition, and the Board concurred that Inframark waive any late fees to customers in November. Mr. Buckley next presented to and reviewed with the Board the revised rate study, which reflects water, sanitary sewer, and groundwater reduction plan fees for neighboring districts, a copy of which is included with the Operations Report. The Board noted that the District's rates are lower than the average rates for such neighboring districts. It was noted that no action was required of the Board in connection with the Operations Report.

AMENDED AND RESTATED THIRD AMENDMENT TO INTERIM AND PERMANENT WATER SUPPLY CONTRACT (THE "CONTRACT") BETWEEN THE DISTRICT AND HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 346 ("NO. 346")

The Board next considered the status of the Contract between the District and No. 346. Ms. Henderson advised that the contract is still under revision by No. 346's legal counsel and that she had nothing further to report 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 October 2025 Green Trails Monthly Reports and Harris County Constable Precinct 5 Beat Activity Reports, copies of which are attached hereto as **Exhibit G**. 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. Director Pichon provided a brief update regarding various matters relative to communications within the District. He then suggested the Board consider updates to the website regarding construction of the second water well, a reminder regarding grease disposal during the holiday season, and notable improvements within the District during the past year. The Board concurred for Director Fitzgerald to draft an overview highlighting notable improvements within

the District during the past year to be approved at the January meeting and released to coincide with the District's fiscal year end on January 31, 2026. Following discussion, the Board concurred that no action was required of the Board in connection with the mass communication messaging system and the District website.

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.

AUTHORIZE ATTORNEY TO FILE EMINENT DOMAIN REPORT

Ms. Henderson advised the Board that pursuant to Section 2206.154, Texas Government Code, the District must file an Eminent Domain Report with the Texas Comptroller of Public Accounts ("Comptroller") prior to February 1, 2026. She explained that the report is to contain contact information for the District as well as information related to the District's ability to exercise the power of eminent domain. Following discussion, Director Vinzant moved to authorize SPH to prepare and file the report with the Comptroller on behalf of the District prior to the applicable deadline. Director Fitzgerald seconded the motion, which unanimously carried.

NOTICE REGARDING CANDIDATE FILING PERIOD

Ms. Henderson advised the Board that, pursuant to Section 141.040, Texas Election Code, the District is required to post a notice regarding the period during which a candidate may file an application to appear on the ballot for the District's directors election to be held on May 2, 2026. Ms. Henderson noted that such notice must be posted by December 15, 2025 (1) at the in-District posting location for notices of meetings, (2) at the District's administrative office, and (3) on the District's website. After discussion on the matter, upon motion made by Director Pichon, seconded by Director Wright and unanimously carried, the Board authorized SPH to prepare and post such notice on behalf of the Board and the District.

DESIGNATION OF REPRESENTATIVE TO VOTE IN ASSOCIATION OF WATER BOARD DIRECTORS ("AWBD") BYLAWS AMENDMENTS AND ELECTIONS

The Board next considered designating a representative to vote in the AWBD bylaws amendments and elections. In connection therewith, Ms. Henderson presented to and review with the Board the proposed changes to the AWBD bylaws amendments, a copy of which is attached hereto as **Exhibit H**. Following discussion, Director Wright moved that Director Dalton represent the District in voting on the AWBD bylaws amendments and elections. Director Vinzant seconded the motion, which unanimously carried.

ATTORNEY'S REPORT

The Board next considered the attorney's report. In connection therewith, Ms. Henderson

presented to and reviewed with the Board correspondence dated November 3, 2025, from Masterson Advisors LLC regarding its annual disclosure requirements pursuant to Municipal Securities Rulemaking Board Rule G-10, a copy of which is attached hereto as **Exhibit I**. After discussion, the Board concurred to formally acknowledge receipt of said disclosure.

CLOSED SESSION

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

FUTURE AGENDA ITEMS

The Board next considered matters to be placed on future agendas. Director Pichon requested SPH to determine whether Texas Proposition 4 on the ballot for November 4, 2025 election, regarding allocation of a portion of sales tax revenue to Texas Water Fund, would affect the District. Ms. Henderson advised she will look into the matter and report back to the Board and next month's meeting.

ADJOURNMENT

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



Secretary

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

- Exhibit A TGM Brochure
- Exhibit B Bookkeeper's Report
- Exhibit C Tax Assessor-Collector Report
- Exhibit D Delinquent Tax Report
- Exhibit E Engineer's Report
- Exhibit F Operations Report
- Exhibit G Security Matters
- Exhibit H Redline of Changes to AWBD Bylaws Amendments
- Exhibit I MSRB Rule G-10 Notice