

HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 345

Minutes of Meeting of Board of Directors

October 20, 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 October 20, 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, 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"); Justin Waggoner of Touchstone District Services, LLC ("Touchstone"); and Kate Henderson and Charlotte Griffiths of Schwartz, Page and Harding, L.L.P. ("SPH").

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. There being no comments from 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 September 15, 2025. After review and discussion of the September 15, 2025, minutes presented, Director Wright moved that such minutes be approved, as written. Director Fitzgerald seconded said motion, which unanimously carried.

PUBLIC HEARING REGARDING ADOPTION OF 2025 TAX RATE

The Board next conducted a public hearing regarding the adoption of the District's proposed 2025 tax rate. It was noted that no taxpayer appeared at the hearing. Upon motion made

by Director Fitzgerald, seconded by Director Vinzant and unanimously carried, the hearing was closed.

LEVY OF THE DISTRICT'S 2025 TAX RATE

The Board next discussed the setting of the 2025 tax rate, Ms. Mata confirmed that the notice of the District's intent to adopt and levy a 2025 tax rate had been published in the *Community Impact* publication in accordance with all legal requirements and as directed by the Board at its previous meeting. After discussion on the matter, Director Pichon moved that: (i) the Board adopt the tax rate as proposed at the District's September 15, 2025, meeting and as reflected in the notice; (ii) the Board levy a 2025 maintenance tax rate of \$0.15390 per \$100 of assessed valuation; and (iii) the Order Levying Taxes, attached hereto as **Exhibit A**, be adopted in connection therewith, and that the President be authorized to execute and the Secretary to attest same on behalf of the Board and the District. Director Wright seconded said motion, which carried unanimously.

AMENDMENT TO THE AMENDED AND RESTATED DISTRICT INFORMATION FORM

Ms. Henderson next presented and reviewed with the Board a proposed Amendment to the District's Amended and Restated District Information Form (the "DIF") in connection with the District's 2025 tax rate. She advised that an Amendment of the DIF must be prepared and recorded in the Real Property Records of Harris County and subsequently filed with the Texas Commission on Environmental Quality (the "TCEQ") any time any of the required information therein changes, such as the adoption of a new tax rate. Following discussion, Director Vinzant moved that the Amendment to the DIF be approved and that all of the Board members present be authorized to execute same on behalf of the Board and the District. Director Fitzgerald seconded said motion, which unanimously carried.

BOOKKEEPER'S REPORT

Ms. Cooper presented to and reviewed with the Board a Bookkeeper's Report dated October 20, 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. Director Dalton moved that the Board approve the Bookkeeper's Report and authorize payment of the disbursements listed therein. The Board requested MA&C hold check no. 5372, pending approval of the related pay estimate in connection with Engineer's Report. Director Fitzgerald seconded the motion, which unanimously carried.

STATUS OF DISTRICT'S COMPLIANCE WITH TEXAS GOVERNMENT CODE, CHAPTER 2265, RELATIVE TO ENERGY REPORTING

The Board next considered the status of the District's compliance with Texas Government Code, Chapter 2265, relative to energy reporting. Ms. Henderson advised that pursuant to such energy efficiency and reporting requirements, the District must report its annual electricity usage and cost and make such report accessible to the public. Ms. Cooper then presented for the Board's

review an Electricity Utility Usage and Cost Report, included with **Exhibit B**. Ms. Henderson advised that no further action is required for compliance.

TAX ASSESSOR-COLLECTOR'S REPORT

Ms. Mata presented to and reviewed with the Board the Tax Assessor-Collector's Report dated as September 30, 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 September 30, 2025, be approved, and that the disbursements identified therein be authorized for payment from the District's Tax Account.

ANNUAL SUBMISSION OF A TAX RATE AND BOND AUTHORIZATION AND ISSUANCE REPORT

Ms. Henderson advised the Board that, pursuant to Chapter 403, Texas Government Code, as amended by H. B. 103 in the 89th Regular Legislative Session, every taxing unit that currently levies a tax, including the District, must annually submit a tax rate and bond authorization and issuance report to the Comptroller of Public Accounts (the "Comptroller") for inclusion in the Comptroller's Local Government, Bond, Tax, and Project Database. She stated that the initial report will include historical tax rate and bond election and issuance information for the District for the previous ten year period and must be submitted by January 1, 2026. Following discussion, Director Wright moved that the District's consultants be authorized to prepare the report, and that SPH be authorized to submit same to the Comptroller on the District's behalf. Director Fitzgerald seconded the motion which carried unanimously.

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 October 20, 2025, a copy of which is attached hereto as **Exhibit D**. Mr. Wempe advised that the sound wall has been installed in connection with the start of drilling of the Second Water Well. He further advised that Pape-Dawson is working with CenterPoint Energy regarding a required easement in connection with access to the construction site. Ms. Henderson inquired regarding the exact location of easement and requested that Mr. Wempe identify any residential properties in the District that could be affected by said easement and inquired regarding other access points that would not encroach on residential properties. Following discussion of various matters contained therein, Director Pichon moved that the Board approve all actions contained in the Engineer's Report, including (i) ratification of the Board's prior authorization to design Water Plant Improvements Project, Phase 2 in all respects, (ii) approval of Pay Estimate No. 4 from CFG Industries, LLC ("CFG") in the amount of \$27,000.00 relative to Water Plant Improvements Project, Phase 1, (iii) consent of assignment and assumption of the

District's contract with CFG to and by CHROM, CFG's strategic partner, relative to Water Plant Improvements Project, Phase 1, and (iv) the creation of a subcommittee to explore the cost differential of installing a natural gas generator versus a diesel generator in connection with planned Water Plant Improvements and appointment of Directors Fitzgerald and Vinzant to serve on same. Director Wright seconded the motion, which unanimously carried.

OPERATIONS ADVISORY COMMITTEE REPORT RELATIVE TO JOINT WASTEWATER TREATMENT PLANT

Director Fitzgerald advised that the Operations Advisory Committee met on September 25, 2025, and provided updates regarding said meeting. Following discussion, the Board concurred that no action was required of the Board in connection with the Operations Advisory Committee Report.

OPERATIONS REPORT

Mr. Buckley presented to and reviewed with the Board the Operations and Maintenance Report ("Operations Report") for the month of September 2025, a copy of which is attached hereto as **Exhibit E**. The Board also discussed the status of implementation of Inframark's new online payment system and communications with customers regarding same. Mr. Buckley next advised that Inframark is preparing a revised rate study as requested by the Board and is currently waiting on receipt of additional data to complete same. Director Fitzgerald then requested that the GM Services Report be included in the Operator's Report going forward. After discussion, it was moved by Director Fitzgerald, seconded by Director Dalton, and unanimously carried that the Board approve the Operator's Report and all the recommendations contained therein including, (i) approval of a proposal from Inframark in the amount of \$5,999.99 to replace the pump valve at the GST No. 1 at the joint Water Plant, and (ii) authorization for Inframark to send five (5) accounts to collections in the total amount of \$427.56.

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 the Board that she had no updates regarding 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 September 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. Director Pichon provided a brief update regarding the addition of various website notifications relative to District matters.

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 Storm Water Solutions, LLC ("SWS") has submitted a proposal to clean out of the Green Trails OGT Unit at a cost of \$3,700, a copy of which is attached hereto as **Exhibit G** in connection with the District's Storm Water Management Program ("SWMP"). Following discussion, Director Dalton moved that the proposal from SWS for the clean out of the OGT Unit be approved. Director Pichon seconded the motion, which unanimously carried.

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. Ms. Henderson noted that items for placement on the next agenda include, (i) the designation of a Board representative in connection with membership in the Association of Water Board Directors, and (2) ratification of authorization for SWS to clean out the Green Trails OGT Unit.

ADJOURNMENT

There being no further business to come before the Board, upon motion made by Director Dalton, 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 October 20, 2025

- Exhibit A Order Levying Taxes
- Exhibit B Bookkeeper's Report
- Exhibit C Tax Assessor-Collector Report
- Exhibit D Engineer's Report
- Exhibit E Operations Report
- Exhibit F Security Matters
- Exhibit G Storm Water Solutions, LLC Proposal