

## HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 345

Minutes of Special Meeting of Board of Directors  
March 6, 2026

The Board of Directors (the "Board") of Harris County Municipal Utility District No. 345 (the "District") met in special session at the Board's designated meeting place at 1300 Post Oak Boulevard, Suite 2500, Houston, Harris County, Texas, on March 6, 2026, 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 for Directors Dalton and Vinzant, thus constituting a quorum. Director Dalton entered the meeting at a later time, as noted herein.

Also present were Yaneth Cooper of Municipal Accounts & Consulting, L.P. ("MA&C"); Chad Buckley of Inframark, LLC ("Inframark"); Bob Wempe of Pape-Dawson Consulting 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 January 19, 2026. After review and discussion of the January 19, 2026, minutes presented, Director Fitzgerald moved that such minutes be approved, as written. Director Pichon seconded said motion, which unanimously carried.

### **BOOKKEEPER'S REPORT**

Ms. Cooper presented to and reviewed with the Board a Bookkeeper's Report dated March 6, 2026, 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 Wright moved that the Board approve the Bookkeeper's Report and authorize payment of the disbursements listed therein. Director Fitzgerald seconded the motion, which unanimously carried.

### **TAX ASSESSOR-COLLECTOR'S REPORT**

Ms. Henderson presented to and reviewed with the Board the Tax Assessor-Collector's Reports prepared by Wheeler & Associates, Inc. dated as January 31, 2026, and February 28, 2026, copies of which are attached hereto as **Exhibit B**. Following review and discussion of the reports submitted, it was moved by Director Fitzgerald, seconded by Director Pichon and unanimously carried, that the Tax Assessor-Collector Reports dated as of January 31, 2026, and February 28, 2026, be approved, and that the disbursements identified therein be authorized for payment from the District's Tax Account.

### **UNCLAIMED PROPERTY REPORT**

The Board considered authorizing the preparation of Unclaimed Property Reports as of March 1, 2026. After discussion on the matter, Director Wright moved that the District's consultants be authorized to research the District's accounts to determine whether the District has unclaimed property and the District's Bookkeeper and/or Tax Assessor/Collector be authorized to prepare such report for the Board's approval. Director Fitzgerald seconded said motion, which unanimously carried.

Director Dalton entered the meeting at this time.

### **DELINQUENT TAX REPORT**

Ms. Henderson noted that a Delinquent Tax Report was not received this month from Perdue, Brandon, Fielder, Collins & Mott, L.L.P. ("PBFCM"), the District's delinquent tax collections attorneys.

### **ADOPTION OF RESOLUTION CONCERNING DEVELOPED DISTRICT STATUS FOR 2026 TAX YEAR**

Ms. Henderson next advised the Board that the procedures involved in setting a tax rate each year applicable to a particular district will depend, in part, upon whether it is determined to be a "Developed District" under Texas Water Code Section 49.23602. Ms. Henderson then reviewed with the Board a worksheet completed by Pape-Dawson to assist the Board in making this determination, along with a Resolution Concerning Developed District Status for 2026 Tax Year, a copy of which is attached hereto as **Exhibit C**. She advised the Board that pursuant to said worksheet the District is a "Developed District." Following discussion, upon motion made by Director Pichon, seconded by Director Fitzgerald and unanimously carried, the Board determined that the District shall be considered a Developed District for the 2026 Tax Year and adopted the attached Resolution.

## **ENGINEER'S REPORT**

The Board next considered the Engineer's Report. Mr. Wempe presented to and reviewed with the Board an Engineering Report dated March 6, 2026, a copy of which is attached hereto as Exhibit D. In connection therewith, the Board discussed the timeline for the drilling of the second water well and the electrical easement required by the Association of Green Trails Phase II Homeowner's Association (the "HOA") for power to the site, as required by CenterPoint Energy. Ms. Henderson presented the Board with correspondence from a resident, who lives adjacent to the second water well site, requesting reimbursement for items purchased due to the noise and fumes from the drilling of the well. The Board then expressed concern regarding the drilling's impact on District residents who live adjacent to the site and discussed possible compensation to affected residents in connection with same. After discussion, Director Wright moved that the Board (i) approve the Engineer's Report and the recommendations contained therein including approval of Pay Estimate No. 1 from W.W. Payton Corporation in the amount of \$647,955.00 in connection with the second water well project, and (ii) accept the electrical easement from the HOA, if approved by the HOA, and authorize Directors Dalton and Fitzgerald to communicate with the HOA regarding the proposed electrical easement, including authorization to replace dead or diseased trees due to the project. The Board then further discussed possible compensation to residents affected by the construction of the second water well. After further discussion, on motion by Director Pichon, seconded by Director Wright, the Board authorized Directors Dalton and Fitzgerald to offer compensation to affected residents as discussed, subject to approval from SPH.

Ms. Henderson next presented a Storm Water Management Report from Storm Water Solutions, LLC, dated February 2026, a copy of which is attached hereto as Exhibit E. Ms. Henderson noted that no action was required of the Board in connection with same.

## **OPERATIONS ADVISORY COMMITTEE REPORT RELATIVE TO JOINT WASTEWATER TREATMENT PLANT**

Director Fitzgerald advised that he 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 January 2026, a copy of which is attached hereto as **Exhibit F**. In connection therewith, Mr. Buckley requested the Board's approval to move four (4) accounts in the total amount of \$391.46 to collections. He then advised the Board of high accountability and advised that Inframark is looking into the reasons why. Following discussion, Director Fitzgerald moved to (i) authorize Inframark to move four (4) accounts in the total amount of \$391.46 to collections, and (ii) authorize Inframark to survey the District's interconnect valves at a cost not to exceed \$1,000.00 for each interconnect valve. Director Pichon seconded the motion, which unanimously carried.

## **ANNUAL WATER LOSS AUDIT**

The Board considered approving the 2026 Annual Water Loss Audit (the "Audit"). In connection therewith, Mr. Buckley advised the Board that Inframark has completed the Audit, a copy of which is attached hereto as **Exhibit G**, and that same would be filed with the Texas Water Development Board by the May 1, 2026 deadline. After discussion, Director Fitzgerald moved that the Board approve said Annual Water Loss Audit and authorize Inframark to file same with the Texas Water Development Board. Director Pichon seconded the motion, which carried unanimously.

## **SUBMISSION OF CRITICAL LOAD STATUS INFORMATION TO ELECTRICITY PROVIDERS**

Ms. Henderson 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 a list of its facilities which may qualify for critical load status and various emergency contact information for a determination that the facilities qualify for critical load status. After discussion on the matter, Director Pichon moved that the District's Engineer and/or Operator be authorized to make such annual filings on behalf of the District. Director Dalton seconded the motion, which carried unanimously.

## **AUTHORIZE OPERATOR TO PROVIDE INFORMATION TO DISTRICTS WHICH RECEIVED WATER FROM THE DISTRICT RELATIVE TO THE ANNUAL CONSUMER CONFIDENCE REPORT AND PREPARE THE DISTRICT'S CONSUMER CONFIDENCE REPORT FOR APPROVAL**

The Board next discussed certain regulations promulgated by the United States Environmental Protection Agency and the Texas Commission on Environmental Quality relative to the annual Consumer Confidence Report ("CCR"). Ms. Henderson explained that, pursuant to such CCR regulations, the District is required (i) to provide various information regarding the District's water supply to any district which received water from the District during the prior calendar year by April 1, 2026, and (ii) to prepare and provide a copy of the District's CCR to all District customers by July 1, 2026. After discussion on the matter, it was moved by Director Pichon, seconded by Director Wright and unanimously carried, that Inframark be authorized and directed to provide certain required information to districts which received water from the District during 2025, the prior calendar year relative to the annual CCR, and to prepare a draft of the District's CCR for the Board's approval.

## **APPROVE PREVAILING WAGE RATES FOR CONSTRUCTION PROJECTS**

Ms. Henderson presented to the Board for review and approval a Resolution Adopting Prevailing Wage Rate Scale for Construction Projects, a copy of which is attached hereto as **Exhibit H**. She reviewed various provisions of the Resolution with the Board. Ms. Henderson advised the Board that the District previously adopted the wage rates for Harris County, and noted that Pape-Dawson is recommending that the District adopt the Department of Labor's updated wage rates for Harris County effective January 1, 2026, and discussed same in detail with the

Board. After discussion and consideration of the survey and the proposed Resolution, Director Fitzgerald moved that the Board adopt the Resolution with Exhibit "A" to same reflecting the wage rates for the Department of Labor for Harris County, and that the President and the Secretary be authorized to execute and attest same on behalf of the Board and the District. Director Wright seconded said motion, which unanimously carried.

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

The Board next considered the status of the Contract between the District and No. 346. Ms. Henderson advised that the contract is complete and fully executed by both parties.

**SECURITY MATTERS**

The Board next considered security matters throughout the District. In connection therewith, Ms. Henderson presented to and reviewed with the Board the January 2026 and February 2026 Green Trails Monthly Reports and Harris County Constable Precinct 5 Beat Activity Reports, copies of which are attached hereto as **Exhibit I**. 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. Following discussion, the Board concurred to post an updated drilling schedule in connection with the second water well, as discussed, to the District's website.

**STATUS OF HIKE AND BIKE UNDERPASS ON FRY ROAD BY WILLOW FORK DRAINAGE DISRICT ("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.

**RENEWAL OF INSURANCE COVERAGES**

The Board next considered the renewal of the District's various insurance coverages expire on March 31, 2026. In that regard, the Board discussed the proposal received from the District's current insurance provider, Brown & Brown Lonestar Insurance Services, Inc. ("Brown"), a copy of which is attached hereto as **Exhibit J**. After discussion, Director Pichon moved that the proposal from Brown be accepted, and that the President be authorized to execute the accepted proposal on behalf of the Board and the District. Director Dalton seconded the motion, which carried unanimously.

**SUPPLEMENTAL AGENDA**

The Board considered cancellation of the Directors Election called for May 2, 2026. Ms. Henderson advised that, in accordance with Subchapter C, Chapter 2 of the Texas Election Code, the District may cancel the Directors Election if each candidate whose name is to appear on the ballot and/or has registered as a write-in candidate is unopposed as of 5:00 p.m. on February 17, 2026. In such case, the Board may declare the unopposed candidates to be elected. In that regard, there was presented to the Board a certificate of the Secretary declaring all candidates unopposed. Ms. Henderson then presented and reviewed the Order Declaring Candidates Elected, attached hereto as **Exhibit K**. After discussion, Director Pichon moved that the Order be adopted by the Board declaring Everett M. Dalton and David Vinzant elected Directors of the District, each to serve a term of four years or until a successor is duly elected or appointed, that the President be authorized to execute and the Secretary to attest same on behalf of the Board and the District, and that the Directors Election called for May 2, 2026, be cancelled. Director Fitzgerald seconded said motion, which unanimously carried.

**ATTORNEY'S REPORT**

The Board next considered the attorney's report. In connection therewith, Ms. Henderson queried the Board regarding holding the regular March 16, 2026, Board of Directors meeting or cancelling same and resuming regular meetings in April. Following discussion, the Board concurred to cancel the regular March Board of Directors meeting with regular meetings to resume in April and post notice of cancellation of the March regular meeting to the District's website.

**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. No additional agenda items, other than routine and ongoing matters, were requested.

**ADJOURNMENT**

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



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Secretary

List of Attachments to  
Harris County Municipal Utility District No. 345  
Minutes of Meeting of March 6, 2026

- Exhibit A Bookkeeper's Report
- Exhibit B Tax Assessor-Collector Report
- Exhibit C Resolution Concerning Developed District Status for 2026 Tax Year
- Exhibit D Engineer's Report
- Exhibit E Storm Water Management Report
- Exhibit F Operations Report
- Exhibit G 2026 Annual Water Loss Audit Report
- Exhibit H Resolution Adopting Prevailing Wage Rate Scale for Construction Projects
- Exhibit I Security Matters
- Exhibit J Insurance Proposal from Brown for 2026 - 2027 Term
- Exhibit K Order Declaring Candidates Elected