

MINUTES  
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 321

April 19, 2022

The Board of Directors (the "Board") of Harris County Municipal Utility District No. 321 (the "District") met in regular session, open to the public, on April 19, 2022, at the offices of Allen Boone Humphries Robinson LLP, 3200 Southwest Freeway, Suite 2400, Houston, Texas, outside the boundaries of the District, and the roll was called of the members of the Board:

Kimberly Butler	President
Jeff Stein	Vice President
John Vassar	Assistant Vice President
Brad Beauchamp	Secretary
Matthew May	Assistant Secretary

and all of the above were present except Director Vassar, thus constituting a quorum.

Also present at the meeting were: Francine Stefan of Post Oak Municipal Advisors ("POMA"); Mike Scott of Champions Hydro-Lawn ("Champions"); Mike Terechenok and Ashley Bird of Pinto Realty Development, Inc.; Drew Tiffany and Jack Goodman of BGE, Inc. ("BGE"); Marissa Iguess of Myrtle Cruz, Inc.; Rich Rankin of H2O Innovation; Kristen Scott of Bob Leared Interests ("Bob Leared"); and Robert A. Seale, Sandra Staine, and Alyssa Ollwerther of Allen Boone Humphries Robinson LLP ("ABHR").

PUBLIC COMMENTS

There were no public comments.

APPROVE MINUTES

The Board considered approving the minutes of the March 22, 2022, regular meeting. After review and discussion, Director Beauchamp moved to approve the minutes as presented. Director Stein seconded the motion, which passed by unanimous vote.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Iguess reviewed the bookkeeper's report, including the investment report and list of checks presented for payment, a copy of which is attached. Ms. Iguess noted one additional check, in the amount of \$1,158,566.76, payable to Harris County Municipal Utility District No. 406 ("MUD 406"), for City of Houston (the "City") impact water fees. Following review and discussion, Director Beauchamp moved to approve

the bookkeeper's report and payment of the bills, including the additional check presented. Director Stein seconded the motion, which passed by unanimous vote.

In connection with the closing of the Series 2022B Unlimited Tax Park Bonds sold by MUD 406, Mr. Seale reviewed a Receipt for engineering fees reimbursed by those bond proceeds, in the amount of \$182,372.58. Following review and discussion, Director Beauchamp moved to approve and authorize execution of the Receipt for the MUD 406 bond proceeds. Director Stein seconded the motion, which passed by unanimous vote.

#### AMENDED CONTRACT FOR BOOKKEEPING SERVICES

Ms. Iguess reviewed an Amended and Restated Agreement for Bookkeeping Services and responded to questions from Board members related to same. Following review and discussion, Director Beauchamp moved to approve and authorize execution of the Amended and Restated Agreement for Bookkeeping Services. Director Stein seconded the motion, which passed by unanimous vote.

#### TAX ASSESSMENT AND COLLECTION MATTERS

Ms. Scott reviewed the tax assessor/collector's report, a copy of which is attached. She stated that the District's 2021 taxes were 99.3% collected as of March 31, 2022. After review and discussion, Director Beauchamp moved to approve the tax assessor/collector's report and the checks presented for payment. Director Stein seconded the motion, which passed by unanimous vote.

#### OPERATOR'S REPORT

Mr. Rankin reviewed the operator's report for March, a copy of which is attached, and discussed operational matters in the District. He stated water accountability for the previous month was 96.99%.

After review and discussion, Director Beauchamp moved to approve the operator's report. Director Stein seconded the motion, which passed by unanimous vote.

#### HEARING ON TERMINATION OF SERVICE

There were no accounts to consider for termination of utility service.

CONDUCT ANNUAL REVIEW AND RECEIVE REPORT FROM OPERATOR ON  
IDENTITY THEFT PREVENTION PROGRAM AND ADOPT IDENTITY THEFT  
PREVENTION PROGRAM AMENDMENT

Mr. Seale stated that the District's Identity Theft Prevention Program (the "Program") requires H2O to provide an annual written report evaluating the effectiveness of the Program, significant instances of identity theft detection, and any recommendations regarding changes to a Program. Mr. Rankin reviewed a report on the District's Program. He stated that the report indicates no significant incidents of identity theft detection and recommends no changes to the Program. The Board concurred that it was not necessary to adopt a Program amendment.

CITY OF HOUSTON INDUSTRIAL USER PERMITTING MATTERS

There was no update this month on industrial user permitting matters.

MAINTENANCE OF DETENTION PONDS AND DISTRICT FACILITY SITES,  
INCLUDING PROPOSALS FOR ADDITIONAL WORK

Mr. Scott reviewed the report on the maintenance of detention ponds and District facility sites, a copy of which is attached. Mr. Scott updated the Board on the sink hole repair near the east pond.

DEVELOPMENT MATTERS

Mr. Terechenok updated the Board on development matters in the District.

ENGINEER'S REPORT

Mr. Tiffany reviewed the engineer's report, a copy of which is attached.

Mr. Tiffany updated the Board on the construction of the Traffic Signal at Greens Crossing Boulevard and Fallbrook Drive.

Mr. Tiffany updated the Board on the construction of the drainage and paving for Fallbrook Drive Street Dedication, Section 2. He reviewed and recommended approval of a proposal submitted by Raba Kistner Consultants ("Raba Kistner"), in the amount of \$29,922.00, for construction materials observations and testing services.

Mr. Tiffany updated the Board on the construction of water well no. 3.

Mr. Tiffany updated the Board on the construction of water well no. 3 water line extension and stated that BGE is preparing plans for initial submittal.

Mr. Tiffany updated the Board on the construction of lift station no. 1 rehabilitation. He reviewed and recommended approval of a proposal submitted by

Raba Kistner, in the amount of \$8,340.00, for construction materials observations and testing services.

Mr. Tiffany updated the Board on the status of the Greens Crossing Detention Basin Expansion. He stated that the project is under design.

Mr. Tiffany updated the Board on the status of the Greens Crossing Drainage System ATLAS 14 Analysis. He stated that BGE is addressing comments from Harris County Flood Control.

Mr. Tiffany updated the Board on the status of 2022 Capital Improvement Plan facility improvements.

Mr. Tiffany updated the Board on the preparation of bond application no. 10, noting that the application had been submitted to the Texas Commission on Environmental Quality.

After review and discussion, Director Beauchamp moved to (1) approve the engineer's report; (2) approve the proposal submitted by Raba Kistner, in the amount of \$29,922.00, for construction materials observations and testing services for drainage and paving for Fallbrook Drive Street Dedication, Section 2; and (3) approve the proposal submitted by Raba Kistner, in the amount of \$8,340.00, for construction materials observations and testing services for lift station no. 1 rehabilitation. Director Stein seconded the motion, which carried unanimously.

CAPITAL BUDGETS, LETTER FINANCING AGREEMENTS, SITE DEVELOPMENT AGREEMENTS, AND INFRASTRUCTURE WORK LETTER AGREEMENTS

The Board did not take any action on this agenda item.

MEETING SCHEDULE AND ITEMS FOR INCLUSION ON THE NEXT AGENDA

The Board concurred to hold its next regular meeting on May 17, 2022, at 11:00 a.m., at the offices of ABHR.

There being no further business to come before the Board, the meeting was adjourned.



  
Secretary, Board of Directors

LIST OF ATTACHMENTS

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