

MINUTES
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 321

October 18, 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 the 18th day of October, 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 Beauchamp, thus constituting a quorum.

Also present at the meeting were: Mike Scott of Champions Hydro-Lawn ("Champions"); Drew Tiffany of BGE, Inc. ("BGE"); Marissa Iguess of Myrtle Cruz, Inc.; Rich Rankin and Brenda Landin 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 September 20, 2022, regular meeting. After review and discussion, Director May 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. Following review and discussion, Director May moved to approve the bookkeeper's report and payment of the bills. 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 99.422% collected as of September 30, 2022. After review and discussion, Director May 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.

CONDUCT PUBLIC HEARING REGARDING DISTRICT'S TAX RATE, ADOPT ORDER LEVYING TAXES, AND AUTHORIZE EXECUTION OF AMENDMENT TO INFORMATION FORM

Ms. Scott stated that Bob Leared Interests published a Notice of Public Hearing stating that the District anticipates levying a total tax rate of \$0.93 per \$100 of assessed valuation at this meeting.

Director Butler then opened the public hearing. No members of the public came forward to make comments. Director Butler then closed the public hearing.

Mr. Seale presented to the Board an Order Levying Taxes for 2022 reflecting a total tax rate of \$0.93 per \$100 of assessed valuation, comprised of \$0.56 for water, sewer, and drainage debt service, \$0.10 for road debt service, and \$0.27 for operations and maintenance. Mr. Seale next presented to the Board an Amendment to Information Form reflecting the 2022 tax rate. After review and discussion, Director May moved to adopt the Order Levying Taxes as presented, approve and authorize execution of the Amendment to Information Form, and direct that the Order and the Amendment be filed appropriately and retained in the District's official records. Director Stein seconded the motion, which passed by unanimous vote. The Board confirmed its intention that the 2022 tax levy includes a debt service component for the calendar year ending December 31, 2023, and a maintenance tax component for the fiscal year ending September 30, 2023.

OPERATOR'S REPORT

Mr. Rankin reviewed the operator's report for September, a copy of which is attached, and discussed operational matters in the District. He stated water accountability for the previous month was 96.15%.

After review and discussion, Director May 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.

THE CITY INDUSTRIAL USER PERMITTING MATTERS

There were no updates on industrial user permitting matters this month.

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.

DEVELOPMENT MATTERS

There was no report 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 and status of power to 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 Pay Estimate Nos. 2 and 3, in the amounts of \$255,481.20 and \$454,732.20, respectively, payable to WadeCon, LLC ("WadeCon").

Mr. Tiffany updated the Board on the construction of lift station no. 1 rehabilitation.

Mr. Tiffany updated the Board on the construction of Greens Crossing Detention Basin Expansion.

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.

Mr. Tiffany updated the Board on the status of 2022 Capital Improvement Plan facility improvements. Mr. Tiffany requested that the Board consider amending the budgeted amount for capital improvement costs for fiscal year end September 30, 2023, at the November regular meeting.

Mr. Tiffany updated the Board on bond application no. 11 and reviewed a cost summary for same, noting that the bond issue will total \$2,840,000. In connection with bond application no. 11, Mr. Seale reviewed a Resolution Authorizing Application to

the Texas Commission on Environmental Quality for the Approval of Project and Bonds.

After review and discussion, Director May moved to (1) approve the engineer's report; (2) approve Pay Estimate Nos. 2 and 3, in the amounts of \$255,481.20 and \$454,732.20, respectively, payable to WadeCon, for the construction of the drainage and paving for Fallbrook Drive Street Dedication, Section 2; and (3) approve and authorize execution of the Resolution Authorizing Application to the Texas Commission on Environmental Quality for the Approval of Project and Bonds for bond application no. 11. 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 November 15, 2022, at 11:00 a.m., at the offices of ABHR.

EXECUTIVE SESSION

The Board convened in executive session at 11:43 a.m. Mr. Seale, Ms. Staine, and Ms. Ollwerther were also present.

RECONVENE IN OPEN SESSION

The Board reconvened in open session at 12:01 p.m. Director May moved to approve a legal services engagement letter with Feldman & Feldman, and direct that the legal services engagement letter be filed appropriately and retained in the District's official records. Director Stein seconded the motion, which passed unanimously.

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




Secretary, Board of Directors

LIST OF ATTACHMENTS

	Minutes
	<u>Page</u>
Bookkeeper's report.....	1
Tax assessor/collector's report	2
Operator's report.....	2
Report on maintenance of detention ponds and District facility sites	3
Engineer's report.....	3