

MINUTES
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 321

April 18, 2023

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 April, 2023, 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 Directors Beauchamp and Vassar, thus constituting a quorum.

Also present at the meeting were: Asdrubal "Dru" Gutierrez of the North Houston District; Mike Terechenok of Pinto Realty Development, Inc. ("PRDI"); Mike Scott of Champions Hydro-Lawn ("Champions"); Drew Tiffany of BGE, Inc. ("BGE"); Marissa Iguess of Myrtle Cruz, Inc.; Howard Wilhite of H2O Innovation; Kristen Scott of Bob Leared Interests ("BLE"); and Robert A. Seale 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 21, 2023, regular meeting. After review and discussion, Director Stein moved to approve the minutes as presented. Director May 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. She noted that check no. 1322, payment for Payment Estimate No. 5 in the amount of \$19,250.10, payable to PLD Construction, has been reimbursed by PRDI. Ms. Iguess also reviewed one additional check: check no. 1323, payment for combined amounts of Pay Estimate No. 5 and 6 and Final in the amount of \$12,606.43 payable to CityLynx. Following

review and discussion, Director May moved to approve the bookkeeper's report and payment of the bills, including the additional check to CityLynx. 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 2022 taxes were 98.7% collected as of March 31, 2023. 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.

OPERATOR'S REPORT

Mr. Wilhite 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 92.94%.

Mr. Wilhite reviewed two requests to waive fees incurred from late payments in the amounts of \$386.0 and \$18.07.

After review and discussion, Director May (1) approve the operator's report; and (2) deny the requests to waive late fees. 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.

IDENTITY THEFT PREVENTION PROGRAM MATTERS

Mr. Wilhite reviewed an annual report on the District's Identity Theft Prevention Program (the "Program") reflecting the effectiveness of the Program in addressing Identity Theft risk. He noted that H20 is required to prepare an annual report as Program Administrator. Mr. Wilhite stated that the annual report indicates no significant incidents of Identity Theft detection and he recommends no changes to the Program at this time.

THE CITY OF HOUSTON INDUSTRIAL USER PERMITTING MATTERS

There was no update on this agenda item 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

Mr. Terechenok reported 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.

Mr. Tiffany updated the Board on the construction of lift station no. 1 rehabilitation. He reviewed and recommended approval of Pay Estimate No. 4 and Final, in the amount of \$59,446.20, payable to T&G Services ("T&G").

Mr. Tiffany updated the Board on the construction of Greens Crossing Detention Basin Expansion. He reviewed and recommended approval of Pay Estimate No. 5, in the amount of \$19,250.10, payable to PLD Construction ("PLD").

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 2023 Capital Improvement Plan facility improvements and coordination with H2O on same. Mr. Tiffany noted that BGE will defer any action on expanding the driveway to water plant no. 2.

Mr. Tiffany updated the Board on bond application no. 11, noting that the bond application was declared administratively complete on April 13, 2023.

After review and discussion, Director May moved to (1) approve the engineer's report; (2) approve Pay Estimate No. 4 and Final, in the amount of \$59,446.20, payable to T&G, for the construction of lift station no. 1 rehabilitation, and based on the recommendation of the engineer, accept the project; and (3) approve Pay Estimate No. 5, in the amount of \$19,250.10, payable to PLD, for the construction of Greens Crossing Detention Basin Expansion. 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 16, 2023, 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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