

MINUTES
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 321

June 20, 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 20th day of June, 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 May and Vassar, thus constituting a quorum.

Also present at the meeting were: Mike Terechenok and Robert Utter 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 May 16, 2023, 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. She reviewed one additional check: check no. 1366, for Payment Estimate No. 7 in the amount of \$76,298.63, payable to PLD Construction, LLC ("PLD"), noting that this amount has been advanced by PRDI. Following review and discussion, Director Beauchamp moved

to approve the bookkeeper's report and payment of the bills, including the additional check to PLD. 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 98.8% collected as of May 31, 2023. 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. Wilhite reviewed the operator's report for May, a copy of which is attached, and discussed operational matters in the District. He stated water accountability for the previous month was 97.70%. After review and discussion, Director Beauchamp 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 OF HOUSTON INDUSTRIAL USER PERMITTING MATTERS

Mr. Seale updated the Board on industrial user 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. He reported on an incident that occurred and damaged a bollard fence post. He stated that Champions will assess the damaged area and provide a recommendation to the Board at the next regular meeting.

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 the drainage and paving for Fallbrook Drive Street Dedication, Section 2. He reviewed and recommended approval of Change Order No. 3 to the contract with WadeCon, LLC (“WadeCon”) to increase the contract in the amount of \$5,248.00. The Board determined that Change Order No. 3 is beneficial to the District. Next, Mr. Tiffany reviewed and recommended approval of Pay Estimate No. 9 and Final, in the amount of \$247,355.60, payable to WadeCon. He recommended final acceptance of the project.

Mr. Tiffany updated the Board on the construction of Greens Crossing Detention Basin Expansion. He reviewed and recommended approval of Pay Estimate No. 7, in the amount of \$76,298.63, payable to 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 updated the Board on bond application no. 11.

After review and discussion, Director Beauchamp moved to (1) approve the engineer’s report; (2) approve Change Order No. 3 in the amount of \$5,248.00 as an increase to the contract with WadeCon, based upon the Board’s finding that the Change Order is beneficial to the District and the engineer’s recommendation, and approve Pay Estimate No. 9 and Final, in the amount of \$247,355.60, payable to WadeCon, for the construction of the drainage and paving for Fallbrook Drive Street Dedication, Section 2, and based on the recommendation of the engineer, accept the project; and (3) approve Pay Estimate No. 7, in the amount of \$76,298.63, 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 July 18, 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.



A handwritten signature in blue ink, consisting of several loops and a long horizontal stroke at the end.

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	2
Engineer's report.....	2