

MINUTES
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 321

March 18, 2025

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 March, 2025, 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 Olsen	President
Jeff Stein	Vice President
John Vassar	Assistant Vice President
Brad Beauchamp	Secretary
Dane Turner	Assistant Secretary

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

Also present at the meeting were Marissa Iguess of Myrtle Cruz, Inc.; Chip Patronella of Champions Hydro-Lawn ("Champions"); Drew Tiffany of BGE, Inc. ("BGE"); Calvin Browne of Municipal District Services ("MDS"); Kristen Scott of Bob Leared Interests ("BLI"); and Robert A. Seale, Elizabeth Cone, and Kerri Houck of Allen Boone Humphries Robinson LLP ("ABHR").

PUBLIC COMMENTS

There were no public comments.

APPROVE MINUTES

The Board considered approving the minutes of the February 18, 2025, regular meeting. After review and discussion, Director Beauchamp moved to approve the minutes as presented. Director Stein seconded the motion, which passed unanimously.

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 Beauchamp moved to approve the bookkeeper's report and payment of the bills. Director Stein seconded the motion, which passed unanimously.

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 2024 taxes were 96.4% collected as of February 28, 2025. 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 unanimously.

OPERATOR'S REPORT

Mr. Browne reviewed the operator's report, a copy of which is attached, and discussed operational matters in the District. He stated water accountability for the previous month was 107.11%. Mr. Browne updated the Board on the maintenance of District facilities and customer account matters. After review and discussion, Director Beauchamp moved to approve the operator's report. Director Stein seconded the motion, which passed unanimously.

HEARING ON TERMINATION OF SERVICE

The Board conducted a hearing on the termination of utility service. Mr. Browne reported that the customers on the termination list provided to the Board were mailed written notice prior to the meeting in accordance with the District's Rate Order, notifying them of the opportunity to appear before the Board to explain, contest, or correct the utility service bill, and to show reason why utility service should not be terminated for reason of nonpayment. Following review and discussion, Director Beauchamp moved that since the customers on the termination list were neither present at the meeting nor had presented any statement on the matter, utility service should be terminated in accordance with the procedures set forth in the District's Rate Order, as appropriate. Director Stein seconded the motion, which passed unanimously.

APPROVE ANNUAL REPORT ON WATER CONSERVATION PLAN

Mr. Browne reviewed an annual report on the Water Conservation Plan. After review and discussion, Director Beauchamp moved to approve the annual report on the Water Conservation Plan. Director Stein seconded the motion, which passed unanimously.

CONDUCT ANNUAL REVIEW OF DROUGHT CONTINGENCY PLAN

The Board conducted the annual review of the Drought Contingency Plan. Discussion ensued. Mr. Browne noted that there are no recommended changes to the District's Drought Contingency Plan at this time.

REVIEW CRITICAL LOAD SPREADSHEET FOR DISTRICT FACILITIES AND AUTHORIZE ANNUAL FILING

The Board reviewed the District's critical load spreadsheet, which had been previously provided to the District's operator, engineer, and bookkeeper for review. Mr. Seale noted that the critical load information on the District's facilities is required to be reviewed at least annually and provided to certain entities, which include the District's electricity provider, the Public Utility Commission, and other governmental entities. After review and discussion, Director Beauchamp made a motion to approve the critical load spreadsheet, authorize providing it to the appropriate entities, and direct that a copy be retained in the District's official records. Director Stein seconded the motion, which passed unanimously.

REVIEW EMERGENCY PREPAREDNESS PLAN AND AUTHORIZE FILING OF UPDATES, IF NECESSARY

Mr. Tiffany discussed the District's Emergency Preparedness Plan ("EPP") and requirements to file any updates with the TCEQ. Mr. Seale said the District is required to update the personnel and contact information listed in the EPP and submit the updated pages to the TCEQ and other required entities. Mr. Tiffany confirmed that no changes are required at this time.

THE CITY OF HOUSTON (THE "CITY") INDUSTRIAL USER PERMITTING MATTERS

Mr. Seale updated the Board on matters with Buckhead Meat & Seafood.

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

Mr. Patronella reviewed the report on the maintenance of detention ponds and District facility sites, a copy of which is attached.

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 water well no. 3 water line extension project.

Mr. Tiffany updated the Board on the construction of water plant no. 1 rehabilitation to ground storage tank nos. 1 and 2 and hydropneumatic tank nos. 1 and 2. He reviewed and recommended approval of Pay Estimate No. 4 in the amount of \$73,349.37, payable to D&M Tank, LLC ("D&M").

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

Mr. Tiffany updated the Board on the Capital Improvements Plan.

Mr. Tiffany stated that are no deeds or easements for the Board's consideration.

After review and discussion, Director Beauchamp moved to (1) approve the engineer's report; and (2) approve Pay Estimate No. 4 in the amount of \$73,349.37 payable to D&M for the construction of water plant no. 1 rehabilitation to ground storage tank nos. 1 and 2 and hydropneumatic tank nos. 1 and 2. Director Stein seconded the motion, which passed unanimously.

DEVELOPMENT MATTERS

There was no discussion on this matter.

APPROVE ANNUAL REPORT AND AUTHORIZE FILING OF SAME

Mr. Seale stated that the District's annual report for fiscal year ended September 30, 2024, is required to be filed in accordance with the District's Continuing Disclosure Agreements for its outstanding bond issues and pursuant to SEC Rule 15c2-12 by March 31, 2025. Following discussion, Director Beauchamp moved to approve and authorize filing of the District's annual report for fiscal year ended September 30, 2024, as required. Director Stein seconded the motion, which passed unanimously.

ANNUAL REVIEW OF PROCEDURES FOR CONTINUING DISCLOSURE COMPLIANCE

The Board reviewed the District's procedures for continuing disclosure compliance. Mr. Seale stated that no changes are required at this time.

MEETING SCHEDULE AND ITEMS FOR INCLUSION ON THE NEXT AGENDA

The Board concurred to hold its next regular meeting on April 15, 2025, 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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