

MINUTES
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 321

September 16, 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 16th day of September, 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, except Directors Vassar and Beauchamp, thus constituting a quorum.

Also present at the meeting were Ross Owen of Urban Logistics Realty ("ULR"); Misael Flores of Post Oak Municipal Advisors; Wendy Ramirez of Forvis Mazars, LLP ("Forvis"); Marissa Iguess of Myrtle Cruz, Inc. ("MCI"); 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 Shammara Polk of Allen Boone Humphries Robinson LLP ("ABHR").

PUBLIC COMMENTS

There were no public comments.

APPROVE MINUTES

The Board considered approving the minutes of the July 15, 2025, regular meeting. After review and discussion, Director Stein moved to approve the minutes as presented. Director Turner seconded the motion, which passed unanimously.

ENGAGE AUDITOR TO CONDUCT AUDIT FOR FISCAL YEAR END SEPTEMBER 30, 2025

Ms. Ramirez reviewed with the Board an engagement letter from Forvis to perform the District's audit for the fiscal year ending September 30, 2025. Following review and discussion, Director Stein moved to (1) engage Forvis to perform the audit

for the District's fiscal year ending September 30, 2025, (2) authorize execution of the engagement letter, and (3) direct that the engagement letter be filed appropriately and retained in the District's official records. Director Turner seconded the motion, which passed unanimously.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Igness 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 Stein moved to approve the bookkeeper's report and payment of the bills. Director Turner 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 99.3% collected as of August 31, 2025. After review and discussion, Director Stein moved to approve the tax assessor/collector's report and the checks presented for payment. Director Turner seconded the motion, which passed unanimously.

TAX RATE DISCUSSION

The Board considered the District's 2025 tax rate. Mr. Flores distributed and reviewed a debt service tax rate analysis reflecting the recommendation for the District to levy a 2025 water, sewer, and drainage debt service tax rate of \$0.40 per \$100 of assessed valuation and a 2025 road debt service tax rate of \$0.05. A copy of the debt service tax rate analysis is attached. The Board then discussed the District's operation and maintenance tax rate. Mr. Seale discussed the two-step process for setting the District's tax rate.

Following review and discussion, Director Stein moved to: (1) set the public hearing date for October 21, 2025, at 11:30 a.m.; and (2) authorize the tax assessor/collector to publish notice of the District's meeting on October 21, 2025, at 11:30 a.m. at the offices of ABHR, to set the proposed 2025 total tax rate of \$0.85 per \$100 of assessed valuation, with \$0.40 allocated for debt service on water, sewer, and drainage bonds, \$0.05 allocated for debt service on road improvement bonds, and \$0.40 allocated for operations and maintenance. Director Turner 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 110.7%. Mr. Browne updated the Board on the maintenance of

District facilities and customer account matters. After review and discussion, Director Stein moved to approve the operator's report. Director Turner 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 Stein 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 Turner seconded the motion, which passed unanimously.

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

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

EXECUTION OF AGREEMENT WITH MAYNARD NEXSEN PC

Mr. Seale reviewed an engagement letter with Maynard Nexsen PC and stated that the current legal team working on the Buckhead Meat & Seafood matter has changed firms. Following review and discussion, Director Stein moved to approve and authorize execution of the engagement letter with Maynard Nexsen PC. Director Turner seconded the motion, which passed unanimously.

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.

Mr. Patronella reviewed a proposal to desilt the west pond for a cost of \$51,950.00.

Mr. Patronella next reviewed a maintenance cost increase for fiscal year end September 30, 2026, for the District's detention ponds and facility sites.

After review and discussion, Director Stein moved to (1) approve the report on the maintenance of detention ponds and District facility sites; (2) approve the proposal

to desilt the west pond for a cost of \$51,950.00; and (3) approve the maintenance cost increase for the detention ponds and facility sites, as presented. Director Turner seconded the motion, which passed by unanimous vote.

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. He reviewed and recommended approval of Pay Estimate No. 5 and Final in the amount of \$68,865.20, payable to Bull G Construction ("Bull G").

Mr. Tiffany updated the Board on Water Plant No. 1's canopy installation for the chemical tanks. He stated one bid was received and recommended that the Board award the contract to W.W. Payton Corporation ("WWPC") in the amount of \$110,000.00. The Board concurred that, in its judgment, WWPC was a responsible bidder who would be most advantageous to the District and would result in the best and most economical completion of the project.

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 informed the Board of a water and wastewater capacity request for approximately 22 connections for a proposed 148,450 square foot warehouse and office space located at 700 West Road. Mr. Owens reviewed and presented construction specifications for a proposed warehouse to be built in the District.

After review and discussion, Director Stein moved to (1) approve the engineer's report; (2) approve Pay Estimate No. 5 and Final in the amount of \$68,865.20 payable to Bull G for the construction of water well no. 3 water line extension project; and (3) award the contract for construction of Water Plant No. 1's canopy installation for the chemical tanks to WWPC in the amount of \$110,000.00, based upon the engineer's recommendation and subject to approval of the payment and performance bonds and review of the certificate(s) of insurance and endorsements, if any, provided by WWPC. Director Turner seconded the motion, which passed unanimously.

DEVELOPMENT MATTERS, INCLUDING MEMORANDUM OF UNDERSTANDING WITH ULR FOR 11-ACRE SITE

Mr. Seale informed the Board that in connection with the proposed development of an 11-acre tract in the District, ULR is requesting an access easement for driveway construction and abandonment of an existing sanitary sewer easement. Following review and discussion, Director Stein moved to: (1) approve an access easement, subject to final review and approval by ABHR; and (2) approve abandonment of the existing

sanitary sewer easement, subject to final review and approval by ABHR. Director Turner seconded the motion, which passed unanimously.

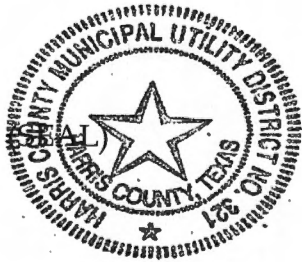
ANNUAL REPORT TO BOND REVIEW BOARD

Mr. Seale presented a memorandum regarding the required submission of an annual report to the Bond Review Board containing certain information about the District's voter-approved but unissued bonds, a copy of which is attached, and stated that ABHR will work with the District's consultants to prepare and submit the annual report by the September 30th deadline.

MEETING SCHEDULE AND ITEMS FOR INCLUSION ON THE NEXT AGENDA

The Board concurred to hold its next regular meeting on October 21, 2025, at 11:30 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

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