

LONGHORN TOWN UTILITY DISTRICT OF HARRIS COUNTY, TEXAS

Minutes of Meeting of Board of Directors July 7, 2022

The Board of Directors (the "Board") of Longhorn Town Utility District of Harris County, Texas (the "District") met in regular session, open to the public on July 7, 2022, in accordance with the duly posted Notice of Public Meeting, and the roll was called of the duly constituted officers and members of the Board, as follows:

Steven Crain, President
H. Don Henry, Vice President
Julie Swearingen, Secretary
Barry Hunsworth, Assistant Secretary
Chris White, Assistant Secretary

all of whom were present at the meeting thus constituting a quorum.

Also present were: Miranda Burks of Wheeler & Associates, Inc. ("Wheeler"); Michelle Giacona of H2O Innovation ("H2O"); Roman Khoja and Diane Michaux of Municipal Accounts & Consulting, L.P. ("MAC"); and Katie Blasio, Shelby Yllana, and Charlotte Griffiths of Schwartz, Page & Harding, L.L.P. ("SPH").

The President called the meeting to order and declared it open for such business as might regularly come before it.

PUBLIC COMMENT

The Board began by opening the meeting for public comments. There being no members of the public present, the Board continued to the next item of business.

APPROVAL OF MINUTES OF MEETING

The Board considered approval of the minutes of its meeting held on June 2, 2022. After review and discussion of the minutes presented, Director Crain moved that the minutes of the Board meeting held on June 2, 2022, be approved, as written. Director Hunsworth seconded said motion, which unanimously carried.

BOOKKEEPER'S REPORT

Mr. Khoja presented to and reviewed with the Board the bookkeeper's report dated July 7, 2022, a copy of which report is attached hereto as **Exhibit A**, including the checks therein for payment from the District's various accounts. After discussion, it was moved by Director Crain that the Board approve the bookkeeper's report, and authorize payment of the checks identified therein. Director Hunsworth seconded said motion, which unanimously carried.

THIRD AMENDED AND RESTATED AGREEMENT FOR BOOKKEEPING SERVICES BETWEEN THE DISTRICT AND MUNICIPAL ACCOUNTS & CONSULTING, L.P

The Board considered the Third Amended and Restated Agreement for Bookkeeping Services (the "Amended Agreement") with MAC. Ms. Michaux presented to and reviewed with the Board the Amended Agreement, a copy of which is attached hereto as **Exhibit B**, noting the rate schedule attached as "Exhibit "A". After discussion on the matter, it was moved by Director Crain, seconded by Director Hunsworth, and unanimously carried that the Board defer approval of the Amended Agreement and authorize SPH to solicit proposals for bookkeeping services from other bookkeeping firms for the Board's review and consideration at the next Board meeting.

TAX ASSESSOR-COLLECTOR REPORT

Ms. Burks presented to and reviewed with the Board the June 2022 Tax Assessor-Collector report, including the delinquent collections listings, a copy of which is attached hereto as **Exhibit C**. After discussion, Director Crain moved that the Tax Assessor-Collector report be approved as presented, and payment be authorized as identified in said report. Director Hunsworth seconded the motion, which carried unanimously.

Ms. Blasio next presented to and reviewed with the Board the June 2022 Sales and Use Tax Administration Report, prepared by Sales Revenue Inc., a copy of said report is attached hereto as **Exhibit D**, in connection with collection of sales tax revenue funds received by the District pursuant to the Strategic Partnership Agreement with the City of Houston. The Board inquired about the percentage of the collections that are forwarded to the City of Houston. Ms. Blasio advised that she will investigate same and report her findings back to the Board. No action was required by the Board regarding same.

REPORT AND LEGAL ACTION TAKEN BY THE DISTRICT'S DELINQUENT TAX COLLECTIONS ATTORNEY

The Board deferred consideration of a report and legal action taken by the District's delinquent tax collections attorneys, Perdue, Brandon, Fielder, Collins & Mott, L.L.P. It was noted that the reports are provided on a quarterly basis, and the next report will be due in September.

OPERATIONS REPORT

Ms. Giacona presented to and reviewed with the Board the operations report, dated July 7, 2022, a copy of which report is attached hereto as **Exhibit E**, and discussed with the Board the matters contained therein. She noted that the District's water accountability for the reporting period was approximately 97.3%.

A discussion ensued regarding a pipe failure within the District and the lack of communication regarding same to the Board with respect to emergencies, including but not limited to boil water notices, outages, line breaks and planned repairs. After further discussion on the matter, Ms. Giacona advised the Board that she would investigate regarding the delayed mass communication to District residents and report back to the Board with her findings.

Director Henry inquired regarding a repair he saw in the District and asked whether it was a District water line. Ms. Giacona advised that she was unaware of such repair but will investigate same and report back to the Board at next month's meeting.

Ms. Giacona then advised the Board that signs for Stage 1 of the District's Drought Contingency Plan have been placed in the District.

ENGINEERING REPORT

Ms. Blasio advised the Board that Mr. Elston had a conflict and would not be in attendance, and noted that Mr. Elston advised there were no engineering items to report.

STORM WATER SOLUTIONS, LLC REPORT

Ms. Blasio presented to and reviewed with the Board a Storm Water Management Program dated July 2022, prepared by Storm Water Solutions ("SWS"), a copy of which is attached hereto as **Exhibit F**. She noted that no specific Board action was required at this time with respect to same.

ISSUANCE OF UTILITY COMMITMENTS

The Board deferred action regarding utility commitments as no additional requests were made this month.

SIDEWALK PROJECT BY HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 346

Ms. Blasio advised that there was no update from the U.S. Army Corps of Engineers regarding the sidewalk project and no specific Board action was required at this time with respect to same.

NEIGHBORHOOD IMPROVEMENT PROJECTS IN THE DISTRICT

The Board deferred consideration of neighborhood improvement projects within the District at this time.

ATTORNEY'S REPORT

The Board next considered the attorney's report. Ms. Blasio advised she that she had nothing further to report to the Board other than the items previously discussed.


ITEMS FOR PLACEMENT ON FUTURE AGENDA

The Board considered items for placement on future agenda. No other specific agenda items other than routine and ongoing matters, were requested.

ADJOURN

There being no further business to come before the Board, upon a motion made by Director Crain and seconded by Director Hunsworth, the meeting was adjourned.




Secretary
Board of Directors

LIST OF ATTACHMENTS TO MINUTES

- Exhibit A Bookkeeper's Report
- Exhibit B Third Amended and Restated Agreement for Bookkeeping Services
- Exhibit C Tax Assessor-Collector Report
- Exhibit D June 2022 Sales and Use Tax Administration Report
- Exhibit E Operations Report
- Exhibit F Storm Water Management Program dated July 2022

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