

**LONGHORN TOWN UTILITY DISTRICT OF HARRIS COUNTY, TEXAS**  
**Minutes of Meeting of Board of Directors**  
**December 7, 2023**

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 December 7, 2023, 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, except for Directors Henry and White, thus constituting a quorum.

Also present were: Miranda Burks of Wheeler & Associates, Inc. ("Wheeler"); Michelle Giacona of H2O Innovation ("H2O"); Cara Sliva of Artesian Financial Services, LLC ("Artesian"); and Katie Blasio and Katherine Edwards 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 comments from the public, 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 November 2, 2023. After review and discussion of the minutes, Director Crain moved that the minutes of the Board meeting held November 2, 2023, be approved, as written. Director Hunsworth seconded said motion, which unanimously carried.

**BOOKKEEPER'S REPORT**

Ms. Sliva presented to and reviewed with the Board the Bookkeeper's Report dated December 7, 2023, 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.

## **STATUS OF CONTINUING DISCLOSURE REPORT**

Ms. Blasio then advised that the continuing disclosure report is in progress, and that McCall, Parkhurts & Horton, L.L.P ("MPH"), Continuing Disclosure Counsel to the District, will file same with the appropriate entities prior to the December 21, 2023 deadline.

## **TAX ASSESSOR-COLLECTOR REPORT**

Ms. Burks presented to and reviewed with the Board the November 30, 2023 Tax Assessor-Collector report, including the delinquent collections listings, a copy of which is attached hereto as **Exhibit B**. 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.

## **SALES AND USE TAX ADMINISTRATION REPORT BY SALES REVENUE INC.**

Ms. Blasio next presented to and reviewed with the Board the November 2023 Sales and Use Tax Administration Report, prepared by Sales Revenue Inc., a copy of said report is attached hereto as **Exhibit C**, in connection with collection of sales tax revenue funds received by the District pursuant to the Strategic Partnership Agreement with the City of Houston. No action was required by the Board regarding same.

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

Ms. Blasio next presented for the Board's review a Delinquent Tax Report dated December 7, 2023, prepared by Perdue, Brandon, Fielder, Collins & Mott, L.L.P., a copy of which is attached hereto as **Exhibit D**. She noted that no specific Board action was required at this time with respect to the accounts listed in the report.

## **OPERATIONS REPORT**

Ms. Giacona presented to and reviewed with the Board the operations report, dated December 7, 2023, a copy of which report is attached hereto as **Exhibit E**, and discussed with the Board the matters contained therein. In connection therewith, Ms. Giacona advised that Harris County Municipal Utility District No. 216 ("No. 216") informed H2O that No. 216 might be required to open its emergency interconnect with Harris County Municipal Utility District No. 345 ("No. 345") to supply water to No. 345 to comply with its contract with No. 345. Ms. Giacova. Recommended that the District invoice No. 216 for the remaining amount owed to the District for its prior use of the interconnect between No. 216 and the District if No. 216 closes the interconnect with the District, which would pause its payment in kind to the District. After discussion, upon motion by Director Crain, the Board authorized H2O to invoice No. 216 for the remaining amount owed to the District if it closes the interconnect with the District. Director Hunsworth seconded the motion, which carried unanimously.

## **ENGINEERING REPORT**

Ms. Blasio noted that Mr. Elston was not present and an Engineering Report was not provided. Ms. Giacova advised that the sump pump from Elite Pumps & Mechanical Services, LLC was delivered to the Water Plant and is being set up. It was noted that no specific Board action was required at this time with respect to same.

## **DISCUSS LEAD AND COPPER REGULATION COMPLIANCE**

Ms. Giacova advised that H2O has started the Lead Baseline Survey for the Lead and Copper Regulation compliance.

## **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 the Board that there have been no updates provided by Harris County Municipal Utility District No. 346 in regards to the status of construction of the sidewalk project. The Board deferred any action at this time.

## **STORM WATER SOLUTIONS REPORT**

Ms. Blasio presented to and reviewed with the Board a Storm Water Management Program dated December 2023 prepared by Storm Water Solutions, a copy of which is attached hereto as **Exhibit F**. No action was required by the Board regarding same at this time.

## **NEIGHBORHOOD IMPROVEMENT PROJECTS IN THE DISTRICT**

Ms. Blasio updated the Board regarding the neighborhood improvement project, which is the proposed planting of wildflower seeds in certain areas in the District. She advised the contract between the awarded contractor, Allied Hydromulch, and the District was finalized and the District has paid half of the contract price. She further advised that Allied Hydromulch will require the second half of payment for the project once the work is completed. It was noted no action was required by the Board regarding same at this time.

## **ATTORNEY'S REPORT**

The Board next considered the attorney's report. Ms. Blasio advised the Board that, pursuant to Section 141.040, Texas Election Code, the District is required to post a notice regarding the period during which a candidate may file an application to appear on the ballot for the District's directors election to be held on May 4, 2024. Ms. Blasio advised that such notice must be posed

by December 18, 2023, (1) at the in-District posting location for notices of meetings and (2) at the District's administrative office. After discussion on the matter, upon motion made by Director Crain, seconded by Director Hunsworth and unanimously carried, the Board authorized SPH to prepare and post SPH's preparation and posting of such notice on behalf of the Board and the District.

Ms. Blasio next presented to and reviewed with the Board correspondence from City of Houston regarding the Area 3 Groundwater Reduction Program Committee ("GRP Committee"). She advised that the District can choose to nominate two candidates to serve on the GRP Committee. She noted the deadline for nominations to be considered is January 31, 2024. After discussion, the Board deferred action on nominating candidates for the GRP Committee.

Ms. Blasio then presented and reviewed with the Board correspondence dated November 1, 2023, from Masterson Advisors LLC regarding its annual disclosure requirements pursuant to Municipal Securities Rulemaking Board Rule G-10, a copy of which is attached hereto as **Exhibit G**. After discussion, the Board concurred to formally acknowledge receipt of said disclosure. Ms. Blasio advised that she had nothing additional of a legal nature to discuss that was not covered under another agenda item.

**ITEMS FOR PLACEMENT ON FUTURE AGENDA**

The Board considered items for placement on future agendas. No 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.

(SEAL)

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Secretary  
Board of Directors

700415

**LIST OF ATTACHMENTS TO MINUTES**

- Exhibit A Bookkeeper's Report
- Exhibit B Tax Assessor-Collector Report
- Exhibit C Sales and Use Tax Administration Report, prepared by Sales Revenue Inc
- Exhibit D Delinquent Tax Report
- Exhibit E Operations Report
- Exhibit F Storm Water Management Program
- Exhibit G MSRB Rule G-10 Annual Disclosure

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