

HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 361
Minutes of Meeting of Board of Directors
July 14, 2023

The Board of Directors (the “Board”) of Harris County Municipal Utility District No. 361 (the “District”) held its regular monthly meeting in accordance with the duly posted notice of the meeting and the Texas Open Meetings Act. The meeting was held at 2001 Timberloch Place, Suite 500, The Woodlands, Texas 77380, and the roll was called of the duly constituted officers and members of said Board, as follows:

J. Brian Harding	President
Todd Covart	Vice President
Jaelyn Hood	Secretary
Erica Dobbs	Assistant Vice President
Christopher D. Roundy	Assistant Secretary

All of the above were present except Director Roundy, thus constituting a quorum.

Also present at the meeting were Charlie LaConti of Municipal Accounts & Consulting, L.P. (“MAC”); Josh Maas of M. Marlon Ivy & Associates, Inc. (“MMI”); Cindy Fields of BGE, Inc. (“BGE”); Stephanie Dorrough of Wheeler & Associates, Inc. (“Wheeler”); and Jonathan Roach, Ray Arce, and Jessica Gentry of Roach & Associates, PLLC (“RAPLLC”). [*Remote Attendees]

COMMENTS FROM THE PUBLIC

There were no comments from the public.

MINUTES FOR PRIOR BOARD MEETINGS

The Board considered for approval the regular meeting minutes of June 9, 2023. After no discussion, Director Harding motioned to approve the June 9, 2023, regular meeting minutes. Director Covart seconded the motion, which passed unanimously.

BOOKKEEPER’S REPORT

Mr. LaConti presented the monthly Bookkeeper's Report, including the investment report and invoices submitted for payment; a copy is attached as **Exhibit “A.”** He pointed out check #9711, payable to the United States Treasury for the 2nd Quarter Payroll Taxes. Mr. LaConti confirmed that he would void check #9705 for Director Roundy due to his absence. Director Dobbs inquired about the Fees of Office effective date. Mr. LaConti noted it is retroactive to June 16, 2023. Mr. Roach explained the details of the new Fees of Office increase.

After no further discussion, Director Harding motioned to approve: (1) Bookkeeper’s Report and authorize payment of invoices, except for check #9705; and (2) Fees of Office increase to \$221 effective June 16, 2023, along with the corresponding resolution. Director Hood seconded the motion, which passed unanimously.

TAX ASSESSOR'S REPORT

Ms. Dorrough presented the District's monthly tax report for June 2023 to the Board; a copy is attached hereto as **Exhibit "B,"** including a list of invoices submitted for payment from the District's tax account.

Ms. Dorrough thanked the Board for the opportunity to work with them for the last several years. She then inquired as to the reason why Wheeler was terminated. Director Harding explained that the Board had reviewed all vendor contracts with their previous Attorney but had not reviewed the Tax Assessor contract until recently, and due to Wheeler's fees and other concerns, the Board agreed to move on with another company.

After some discussion, Director Covart motioned to approve the monthly tax reports and authorize payment of the invoices presented. Director Harding seconded the motion, which passed unanimously.

ENGINEER'S REPORT

Ms. Fields reviewed the Engineer's Report; a copy is attached hereto as **Exhibit "C,"** and provided updates on the following: (1) WLHP Phase 2 Sidewalk, noting BGE is still awaiting project approval; (2) Harris County Municipal Utility District No. 344 ("HC344") Water Plant ("WP") Generator Replacement, noting the contractor is addressing minor electrical punch-list items resulting from the final inspection held on March 1, 2023; and (3) HC344 WP Recoating/Improvements, noting the contractor is awaiting delivery of the new air compressor.

OPERATOR'S REPORT

Mr. Maas presented and reviewed the monthly Operator's Report; a copy is attached hereto as **"Exhibit D."** Mr. Maas noted the lift station had issues with the pump and that Magna Flow is scheduled to inspect the problem the following week. He explained they would isolate the pump and noted the foot piece might be the issue. Director Covart inquired if this would interfere with the nearby residents' livelihoods. Mr. Maas confirmed everything will be done inside the pit so that nothing spreads on the ground. The Board then discussed a possible drought and the different stage tiers the District would use in response. Director Hood inquired if information regarding water conservation should be posted on the District's website. Mr. Maas suggested the Board wait until it becomes a real issue before posting signage.

After no further discussion, Director Harding motioned to approve the Operator's Report. Director Covart seconded the motion, which passed unanimously.

REVIEW STATUS OF EMERGENCY INTERCONNECT AGREEMENT(S)

This item was deferred.

SUMMERWOOD COMMUNITY ASSOCIATION MATTERS

Director Hood inquired if Director Dobbs would discuss water conservation with the Homeowners Association (“HOA”). Director Dobbs confirmed she would speak with the HOA on this matter. Director Dobbs noted the HOA plans to hold a National Night Out (“NNO”) in October at Club Summerwood. She then suggested having a flyer or pamphlet with information about the District to hand out and sponsor one of the activities/vendors at the event. The Board then ensued a discussion regarding sponsor options at NNO.

Next, Director Dobbs noted that residents are complaining about their smaller trash bins. Director Covart pointed out that trash is picked up twice weekly, so smaller trash bins should not be an issue. Director Harding noted the delay in receiving larger trash bins, so the District chose smaller ones. Director Dobbs inquired if they are allowed to purchase additional bins. Director Hood confirmed residents are allowed to buy their own bins. Director Covart further confirmed Best Trash will pick up trash bags that are placed next to the trash bins.

Then, Director Dobbs addressed an issue with multi-use group homes that residents are complaining about at the HOA meetings. The Board discussed the safety and legal concerns of halfway houses. Director Dobbs discussed issues about the gym being closed, noting residents are concerned about insurance coverage for the work being done and the possible increase of HOA fees. Director Covart stated a mold issue was discovered in the clubhouse and that Graham Management, Inc.’s (“GMI”) contractors would complete all the work.

Director Hood inquired if the District could do anything about the halfway houses. Mr. Roach noted this has been a growing issue and reviewed laws related to single-family residences versus multi-family residences in housing deeds. Then, Mr. Roach briefly discussed the trash bin matter, noting residents may use their assigned 65-gallon trash bin, an additional 50 gallons or less bin, and an extra trash bag pick up that weighs less than 40 pounds.

SECURITY MATTERS

Mr. Roach advised this can be discussed in executive session.

TECHNOLOGY AND WEBSITE UPDATES

Director Hood noted that the freeze event was still on the front page of their website and stated that it should be moved to a separate tab group for winterization. She further suggested adding more recent events to the website’s news section. The Board then discussed several items to be added to their website to help educate residents about the District. Mr. Roach confirmed that the website is in compliance with Senate Bill 2 and House Bill 1154.

ATTORNEY’S REPORT

Mr. Roach presented updates from the recent legislative session, including changes to worker's compensation, change orders, and the code of ethics. Mr. Roach confirmed that RAPLLC will send a summary of the legislative bills passed to the District once complete.

Messrs. Maas and LaConti, and Ms. Fields exited the meeting.

***EXECUTIVE SESSION PURSUANT TO TEXAS GOVERNMENT CODE, SECTION 551.071, 551.074, ET. SEQ.**

The Board entered into executive session at 1:21 p.m. for consultation with their attorney.

RECONVENE IN OPEN SESSION

The Board reconvened in open session at 2:23 p.m. There was no action taken from executive session.

PENDING BUSINESS AND MATTERS FOR FUTURE AGENDAS

The Board concurred to reconvene for their regular meeting on August 11, 2023, at 12:00 p.m. at RAPLLC's Woodlands office. After no further discussion, Director Hood motioned to adjourn the meeting. Director Dobbs seconded the motion, which passed unanimously.

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Approved this 11th day of August 2023.

/s/ Jaclyn Hood
Secretary, Board of Directors

(SEAL)



LIST OF EXHIBITS

- Exhibit A - Bookkeeper's Report
- Exhibit B - Tax Assessor's Report
- Exhibit C - Engineer's Report
- Exhibit D - Operator's Report