

HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 361
Minutes of Meeting of Board of Directors
January 10, 2025

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 roll was called of the duly constituted officers and members of said Board, as follows:

Todd Covart	President
Jaclyn Hood	Vice President
Erica Dobbs	Assistant Vice President
Christopher D. Roundy	Secretary

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

Also present at the meeting were Charlie LaConti of Municipal Accounts & Consulting, L.P. (the “District’s Bookkeeper”); Josh Maas of M. Marlon Ivy & Associates, Inc. (the “District’s Operator”); Cindy Fields of BGE, Inc. (the “District’s Engineer”); Monica Pena of Utility Tax Service, LLC (the “District’s Tax Assessor”); and Jonathan Roach, Ray Arce, Jessica Gentry, and Hayden Toth of Roach & Associates, PLLC (the “District’s Attorney”); David Smalling, Jr.* of Robert W. Bair & Co. (the “District’s Financial Advisor”); and Brent Wisner and Connie Nguyen from Summerwood Community Association (“Summerwood”).

COMMENTS FROM THE PUBLIC

There were no comments from the public.

MINUTES FOR PRIOR BOARD MEETINGS

The Board considered the approval of the regular meeting minutes of December 13, 2024. After no discussion, Director Hood motioned to approve the regular meeting minutes from December 13, 2024. Director Covart seconded the motion, which passed unanimously.

Mr. Toth entered the meeting.

BOOKKEEPER’S REPORT

Mr. LaConti presented the Bookkeeper’s Report, including the investment report and invoices submitted for payment; a copy is attached as **Exhibit “A”**. After some discussion, Director Covart motioned to approve the Bookkeeper’s Report and authorize payment of invoices. Director Roundy seconded the motion, which passed unanimously.

TAX ASSESSOR’S REPORT

Ms. Pena presented the Tax Assessor’s Report; a copy is attached as **Exhibit “B”**. After some discussion, Director Covart motioned to approve the Tax Assessor’s Report and authorize payment of invoices. Director Hood seconded the motion, which passed unanimously. Next, Ms. Pena

presented an amendment to the District's Tax Assessor's service agreement, noting an increase in costs. After some discussion, Director Hood motioned to approve the amended Tax Assessor's agreement, subject to final review by Director Dobbs. Director Covart seconded the motion, which passed unanimously.

RESOLUTION AUTHORIZING ADDITIONAL PENALTY ON DELINQUENT PERSONAL PROPERTY TAXES

Mr. Roach noted that pursuant to applicable sections of the Texas Tax Code, the District can levy an additional penalty of up to twenty percent (20%) to cover the costs of collections on any delinquent personal property tax accounts as of February 1, each year. After some discussion, Director Roundy motioned to maintain the previously approved additional twenty percent (20%) penalty as authorized for 2007 and subsequent years and to authorize the delinquent tax attorney to proceed with the usual statutory/contractual twenty percent (20%) additional penalty to be effective February 1, 2025. Director Covart seconded the motion, which passed unanimously.

RESOLUTION GRANTING EXEMPTIONS FROM TAXATION FOR 2025

Mr. Smalling presented the 2025 tax exemption analysis. After a lengthy discussion, Director Covart motioned to adopt the Resolution Concerning Exemptions from Taxation for 2025 to include: (1) an exemption of \$40,000 for individuals over 65 years of age or under a disability according to applicable federal statutes; and (2) a five percent (5%) general homestead exemption. Director Hood seconded the motion, which passed unanimously.

Mr. Smalling exited the meeting.

ENGINEER'S REPORT

Ms. Fields reviewed the Engineer's Report; a copy is attached as **Exhibit "C"**, and provided updates on the following:

(1) Emergency Preparedness Plan ("EPP") Update, noting the District's Engineer is continuing to coordinate with the Texas Commission on Environmental Quality ("TCEQ") regarding the revisions to the EPP submitted in June 2023.

(2) Wastewater Treatment Plant Generator Replacement, noting that McDonald Municipal & Industrial has installed the duct bank and is scheduled to pour the generator slab this week. She further stated that they would install the gas line up to the meter once the meter location is confirmed. She said that they are awaiting the main line extension by CenterPoint. Finally, Ms. Fields noted that the District's Engineer presented Pay Estimate No. 1 to McDonald Municipal & Industrial in the amount of \$36,000.00, which was approved by Harris County Municipal Utility District No. 344.

(3) Water Plant Motor Control Center ("MCC") Replacement, noting that design is underway for the MCC replacement project

OPERATOR'S REPORT

Mr. Maas presented the Operator's Report; a copy is attached as **Exhibit "D"**, noting that the District's Operator would be distributing door tags, emails, and a website posting about the smart meters app for residents.

SUMMERWOOD MATTERS

Mr. Wisner noted that he wanted to open some dialogue with the District regarding its budget for Lakeview Park Phase 2. Director Covart stated that the Board is waiting for an official written request from Summerwood. Mr. Arce suggested that Summerwood create their plans for the park and present them to the Board, who can then decide what to contribute based on their approved designs. Mr. Wisner confirmed that Summerwood could present concept ideas to the Board with estimated costs. The Board then discussed some ideas to be implemented in Phase 2. After some discussion, the Board concurred to discuss budgeting matters at their next meeting.

Mr. Wisner and Ms. Nguyen exited the meeting.

SECURITY MATTERS

Director Covart noted that the interconnected districts should have a joint committee meeting in March 2025 to discuss the security agreement.

REVIEW PROPOSALS FOR INSURANCE POLICIES (*BROWN & BROWN EXPIRES MARCH 31, 2025*)

Mr. Roach presented the insurance policy renewal from Brown & Brown, noting the additional cybersecurity coverage. After some discussion, Director Hood motioned to approve the renewal proposal, including the cyber liability coverage. Director Covart seconded the motion, which passed three-to-zero (3-0), with Director Dobbs abstaining.

ATTORNEY'S REPORT

Ms. Gentry presented the Communications Report; a copy is attached as **Exhibit "E"**. The Board discussed adding articles regarding the newly adopted tax exemption, Lakeview Park, and the trend of the drop in the District's tax rate.

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

The Board did not enter into executive session.

PENDING BUSINESS AND MATTERS FOR FUTURE AGENDAS

The Board concurred to reconvene for their next regular meeting on February 21, 2025, at 12:00 p.m. in Galveston. After no further discussion, Director Hood motioned to adjourn the meeting. Director Dobbs seconded the motion, which passed unanimously.

Approved this 21st day of February 2025.

/s/Christopher D. Roundy
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
- Exhibit E - Communications Report