

**HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 361**  
**Minutes of Meeting of Board of Directors**  
**November 8, 2024**

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, except Director Dobbs, who entered later in the meeting, 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, and Jessica Gentry of Roach & Associates, PLLC (the “District’s Attorney”). [\*Remote Attendees]

**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 October 18, 2024. After no discussion, Director Hood motioned to approve the regular meeting minutes from October 18, 2024. Director Covart seconded the motion, which passed unanimously.

**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 Roundy motioned to approve the Bookkeeper’s Report and authorize payment of invoices. Director Covart 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.

**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 TCEQ regarding the revisions to the EPP submitted in June 2023.

(2) Wastewater Treatment Plant Generator Replacement, noting that the pre-construction meeting was held on October 21, 2024. She further stated that the notice to proceed had been issued with a start date of October 22, 2024, for this 390-calendar day project. Finally, she noted that the District's Engineer is currently reviewing submittals.

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

After some discussion, Director Covart motioned to approve the Engineer's Report. Director Roundy seconded the motion, which passed unanimously.

### OPERATOR'S REPORT

Mr. Maas presented the Operator's Report; a copy is attached as Exhibit "D", noting there were nine (9) collections accounts. Next, he stated that a customer had called the District's Operator regarding their concern about a sinkhole next to their sidewalk. Mr. Maas confirmed that the District's Operator dye-tested the sinkhole, but that it is related to the storm sewer, which is the responsibility of Harris County. He further stated that it would not be a complicated fix if the Board would like for the District to handle the matter. After some discussion, Director Covart motioned for the District's Operator to fix the sinkhole. Director Hood seconded the motion, which passed unanimously. Then, Mr. Maas discussed poly-fluoroalkyl substances, noting that the District's Operator has detected lithium twice in the District's system. He explained that there is no set standard for an unhealthy amount of lithium; it is just required that the District's Operator test for it.

Director Dobbs entered the meeting.

After some discussion, Director Covart motioned to approve the Operator's Report and collections. Director Hood seconded the motion, which passed unanimously.

### POSSIBLE RATE ORDER AMENDMENTS

Mr. Roach noted that the Rate Order needed amendments due to the District Operator's amended contract pricing. After some discussion, Director Covart approved the Amended Rate Order. Director Roundy seconded the motion, which passed unanimously.

### LAKEVIEW PARK MATTERS

There was nothing new to report.

### SUMMERWOOD MATTERS

Mr. Roach noted that Chris Kulesza would attend the December 13, 2024 meeting.

### **SECURITY MATTERS**

Mr. Arce confirmed he would contact Rick Barker regarding the joint letter to Flock Safety.

### **COMMUNICATIONS REPORT**

Ms. Gentry presented the Communications Report; a copy is attached as **Exhibit “E”**.

### **REVIEW DISTRICT POLICIES**

Mr. Roach explained the statutory requirements for annually reviewing the District’s Investment Policy; a copy is attached as **Exhibit “F”**. He then advised that no changes were necessary for the Investment Policy and that the Qualified Brokers List was already approved in February 2024. Next, Mr. Roach presented an Amended and Restated Information Technology Policy (“IT Policy”); a copy is attached as **Exhibit “G”**, noting that new legislation has banned TikTok from government-owned devices. Finally, he advised that the Board defer amending the Ethics Policy until the 2025 legislative session occurs. After some discussion, Director Hood motioned for the District to approve the annual review of the Investment Policy, Amended and Restated IT Policy, and to adopt the appropriate Order(s)/Resolution(s), as necessary. Director Covart seconded the motion, which passed unanimously.

### **ATTORNEY’S REPORT**

Director Hood inquired about the use of storage in the Director’s Dropbox accounts. Mr. Roach stated that the District’s Attorney is working on removing old documents from the Director’s Dropbox, while keeping them in the District Attorney’s Dropbox. Next, the Board had a discussion regarding a 2025 Board meeting in Galveston.

### **\*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**

Next, the Board concurred to reconvene for their next regular meeting on December 13, 2024, at 12:00 p.m. at the District Attorney’s office. After no further discussion, Director Hood motioned to adjourn the meeting. Director Covart seconded the motion, which passed unanimously.

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Approved this 13<sup>th</sup> day of December 2024.

/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
- Exhibit F - Investment Policy
- Exhibit G - IT Policy