

HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 361
Minutes of Meeting of Board of Directors
March 14, 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, except Director Dobbs, who entered virtually later in the meeting, thus constituting a quorum.

Also present at the meeting were Christopher Section 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”). [*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 February 21, 2025. After no discussion, Director Hood motioned to approve the regular meeting minutes from February 21, 2025. Director Covart seconded the motion, which passed unanimously.

BOOKKEEPER’S REPORT

Mr. Section presented the Bookkeeper’s Report, including the investment report and invoices submitted for payment; a copy is attached as **Exhibit “A”**.

Director Dobbs virtually entered the meeting.

After some discussion, Director Covart motioned to approve the Bookkeeper’s Report and authorized payment of invoices. Director Hood seconded the motion, which passed unanimously.

RESEARCH UNCLAIMED PROPERTY AND PROVIDE NOTICE TO UNCLAIMED PROPERTY OWNERS

Mr. Arce explained the purpose and statutory requirements for filing an annual unclaimed property report and escheating any applicable funds to the state. After no discussion, Director Covart motioned to approve the filing of the unclaimed property report. 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.

DELINQUENT TAX REPORT

Mr. Arce presented the Delinquent Tax Report, noting that no action was necessary.

ENGINEER'S REPORT

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

(1) Wastewater Treatment Plant Generator & Main Electrical Service Replacement, noting that CenterPoint Energy began the main line extension on March 10, 2025. She further noted that the District's Engineer is awaiting the delivery of the generator.

(2) Water Plant Motor Control Center Replacement, noting that design is underway for the project.

OPERATOR'S REPORT

Mr. Maas presented the Operator's Report; a copy is attached as Exhibit "D". He then presented a list of accounts to be sent to collections and requested Board approval. Director Covart motioned to approve the collections accounts. Director Hood seconded the motion, which passed unanimously. Next, Mr. Maas noted that the shaft on the lift pump had broken that morning. He further explained that the District's Operator would file a claim with the District's insurance company, which will provide the pricing for the repair or replacement of the shaft. He noted that they installed a bypass pump for temporary use in case the other pumps could not keep up, but he ensured that this fix would be done soon. Mr. Maas then explained the Critical Load Sheet reports, noting they will be sent to the District's Attorney soon. After some discussion, Director Hood motioned to approve the Operator's Report. Director Covart seconded the motion, which passed unanimously.

COMMUNICATIONS REPORT

Ms. Jessica Gentry presented the Communications Report; a copy is attached as Exhibit "E".

SUMMERWOOD MATTERS

There was nothing new to report.

SECURITY MATTERS

Mr. Arce noted that he and Directors Covart and Roundy attended a security committee meeting with Harris County Municipal Utility District Nos. 342 and 344, and Summerwood Community Association. He said they discussed the security contract and the Flock Safety cameras, noting no action.

ATTORNEY'S REPORT

Mr. Roach stated that March 14, 2025, is the last day to file bills for the legislative session. He explained that there will be a lot of activity in the committees resulting from the legislative session in the next couple of months. He noted that the District's Attorney is working on an updated list of bills to send to the Board.

Next, Mr. Roach noted that the Texas Special Districts Coalition had created a memorandum of understanding and requested approval for the District's Attorney to sign on behalf of the District, stating they are interested in the coalition and want to continue receiving more information about it. After some discussion, Director Covart motioned to authorize the District's Attorney to sign regarding their interest in the coalition on behalf of the District. Director Hood seconded the motion, which passed unanimously.

Mr. Roach then noted that the American Association of Special Districts is having its first regional summit in New Orleans on April 3rd and April 4th. He said it would be an opportunity to gather with special district board members and professionals in the southern region to discuss relevant special district issues.

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

The Board did not enter an executive session.

PENDING BUSINESS AND MATTERS FOR FUTURE AGENDAS

The Board concurred to reconvene for their next regular meeting on April 11, 2025, 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.

Approved this 11th day of April 2025.

/s/ Christopher D. Roundy
Secretary, Board of Directors

(SÉAL)



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