

HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 361
Minutes of Meeting of Board of Directors
March 10, 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 1315 21st Street, Galveston, Texas, 77550, 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, thus constituting a quorum.

Also present at the meeting were Jordan Weyand* 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, Brian Cassidy*, Ray Arce, and Jessica Gentry, of Roach & Associates, PLLC (“RAPLLC”); and Carol Arce and TJ Covart, members of the public. [*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 February 10, 2023. After no discussion, Director Harding motioned to approve the February 10, 2023, regular meeting minutes. Director Hood seconded the motion, which passed unanimously.

BOOKKEEPER’S REPORT

Mr. Weyand presented the monthly Bookkeeper's Report, including the investment report and invoices submitted for payment; a copy is attached hereto as “**Exhibit A.**” Mr. Roach noted that additional checks had been prepared to reimburse the Directors for ongoing authorized expenses.

Director Harding temporarily exited the meeting.

Director Covart inquired about reimbursement of certain expenses related to the Association of Water Board Directors (“AWBD”) Winter Conference. Mr. Weyand explained that such expenses had already been deducted from the last two (2) per diem checks to balance the amount owed. Director Hood requested that going forward taxes be withheld from her per diem checks. Mr. Weyand confirmed he would provide her with the proper documentation at the next

meeting. After no further discussion, Director Covart motioned to approve the Bookkeeper's Report and authorize payment of invoices. Director Hood seconded the motion, which passed four-to-zero (4-0), with Director Harding absent for the vote.

RESEARCH UNCLAIMED PROPERTY AND PROVIDE NOTICE TO UNCLAIMED PROPERTY OWNERS

Mr. Roach advised that the District is required to research any unclaimed property related to water utility deposits, tax overpayments, and additional funds the District may be in custody of, which will need to be reported and, in some cases, escheated to the State of Texas. Director Covart motioned to authorize the District's consultants to research any unclaimed property held by the District, provide the necessary notice as applicable, and file any unclaimed property with the State. The motion was seconded by Director Roundy and passed four-to-zero (4-0), with Director Harding absent for the vote.

TAX ASSESSOR'S REPORT

Ms. Dorrugh presented and reviewed the District's monthly tax report for February 2023, a copy of which is attached hereto as "**Exhibit B**", including a list of invoices submitted for payment from the District's tax account. Following review and discussion, Director Covart motioned to approve the monthly tax reports and authorize payment of the invoices presented. Director Roundy seconded the motion, which passed four-to-zero (4-0), with Director Harding absent for the vote.

ENGINEER'S REPORT

Ms. Fields reviewed the Engineer's Report, a copy of which is attached hereto as **Exhibit "C"**, and provided updates on the following: (1) WLHP Phase 2 Sidewalk, noting that they have received and are reviewing the final cost breakdown from Harris County, with an estimated share of \$54,106.67 for each District; (2) Harris County Municipal Utility District No. 344 ("HC344") WP Generator Replacement, noting the new generator is online, and the final inspection was held on March 1, 2023; Ms. Fields further noted that the contractor is currently addressing minor punch list items resulting from the inspection; (3) HC344 WP Recoating/Improvements, noting the exterior of GST #1 is in the process of receiving its final coat now that the interior is complete, and that the two remaining hydropneumatic tanks will then be rehabilitated; she further noted that Pay Estimate No. 2 for \$95,940, payable to CFG Industries, LLC, was presented to HC344 at their last meeting; and (4) HC344 WWTP Rehabilitation, noting the rehabilitation of aeration basin no. 2 has been completed and the remaining slide gates have been installed; she further noted that a final inspection was being scheduled. There was no action to be taken at this time.

Director Harding re-entered the meeting at this time.

REVIEW ANNUAL SURVEY OF WAGE RATE SCALES

This item was deferred.

OPERATOR'S REPORT

Mr. Maas presented and reviewed the monthly Operator's Report, a copy of which is attached hereto as "Exhibit D", noting the collections accounts. After no further discussion, Director Hood motioned to approve the Operator's Report and action on the collection accounts. Director Covart seconded the motion, which passed unanimously.

WATER CONSERVATION PLAN ("WCP")

Mr. Roach explained that in addition to the Drought Contingency Plan ("DCP") adopted by the Board last year, the District's WCP actively recommends water conservation throughout the year. He further noted that this requires periodic review by the District's Engineer and Operator and submitting any updates as appropriate. Mr. Maas noted that he has no updates at this time.

TECHNOLOGY/WEBSITE UPDATES

Director Covart discussed the possibility of publishing articles on the District's website about what a Municipal Utility District ("MUD") does and asked if the Board members were interested in writing such an article. Director Harding agreed to write an article for the District's website. Director Dobbs suggested they find different topics to write about, whereby Director Covart agreed that topics relating to MUDs and why there are multiple MUDs in the Summerwood community would benefit the residents.

Next, Mr. Roach noted that Off Cinco provided additional suggestions on the types of postings that could be added to the website. Then the Board discussed issues concerning the Off Cinco distribution list, whereby Mr. Roach noted that he would discuss the matter with Off Cinco. Then, the Board discussed various events, holidays and related important dates which should be posted on the website.

ATTORNEY'S REPORT

Mr. Roach noted that RAPLLC would have a comprehensive legislative update soon to present to the Board. He then briefly discussed certain bills pending review at the Legislature regarding District meetings being held within five (5) miles of the District boundaries, raising Director per diems, removal of MUD Directors due to incompetence, and similar matters. Mr. Roach then invited the Directors to attend and participate in the upcoming committee hearings at the Capitol if they are interested, and the Board concurred that this kind of involvement would be an important learning tool for Directors who may be interested and benefit the District.

Mr. Arce noted that Earth Day is approaching, and the Board concurred for Mr. Arce to discuss ideas with Lisa Stout and post updates to the District's website. Mr. Roach noted that the Board's next regular monthly meeting would occur before Earth Day, so additional planning can be discussed at that time as needed.

Mr. Weyand, Mr. Maas, Mr. Cassidy, Ms. Fields, and Ms. Dorrough exited the meeting at this time.

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

The Board did not enter into executive session.

Mr. Cassidy re-entered the meeting.

SECURITY MATTERS

The Board discussed the idea of the Summerwood MUDs revisiting control of the security contract and the cost sharing allocations. The Board concurred and agreed to schedule a future joint meeting accordingly. Director Covart noted that the Summerwood Community Association (“HOA”) wants to install lights and security cameras but there has been discussion about the idea not being worth the expense. He further noted his concerns regarding the HOA possibly posting the patrol deputies' schedules online, and the Board concurred that the idea posed added security risks. There was no further discussion on the matter at this time.

Director Hood then exited the meeting.

SUMMERWOOD COMMUNITY ASSOCIATION MATTERS

Mr. Roach suggested that the Board could designate a committee of two Directors to address HOA related matters. Then, a lengthy discussion ensued regarding National Night Out, Fourth of July, Easter, and Summer events for 2023 and future years. Director Covart noted that fireworks are not allowed to be set off within the neighborhoods but that the HOA could coordinate a Summerwood community display of fireworks on the lake during Fourth of July. Director Dobbs also discussed a Fourth of July bike parade and suggested the District get more involved generally with community events throughout the year. The Board further discussed ideas and options for their involvement and how best to coordinate with the HOA and the other two MUDs, with more discussion to follow at subsequent Board meetings.

PENDING BUSINESS AND MATTERS FOR FUTURE AGENDAS

The Board next concurred to reconvene for its regular meeting on April 14, 2023, at 12:00 p.m. at RAPLLC’s office. After no further discussion, the Board concurred to adjourn the meeting.

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Approved this 14th day of April 2023.

/s/ Jaclyn Hood
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