

HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 361
Minutes of Meeting of Board of Directors
April 12, 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
Christopher D. Roundy	Secretary
Erica Dobbs	Assistant Vice President

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

Also present at the meeting were Charlie LaConti, a representative of Municipal Accounts & Consulting, L.P. (the “District’s Bookkeeper”); Cameron King, a representative of M. Marlon Ivy & Associates, Inc. (the “District’s Operator”); Cindy Fields, a representative of BGE, Inc. (the “District’s Engineer”); Monica Pena, a representative of Utility Tax Service, LLC (the “District’s Tax Assessor”); Jonathan Roach, Dana Huebner, Ray Arce, and Jessica Gentry, representatives of Roach & Associates, PLLC (the “District’s Attorney”); Jody Vizena, a board member of the Summerwood Homeowner’s Association (“Summerwood HOA”); and Christopher Prejean of Enhanced Energy Services.

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 March 8, 2024. After no discussion, Director Hood motioned to approve the regular meeting minutes from March 8, 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”**. He then presented the Draft Operating Budget for Fiscal Year End (“FYE”) May 31, 2025. After some discussion, Director Covart motioned to approve the Bookkeeper’s Report and authorize payment of invoices. Director Hood seconded the motion, which passed unanimously.

DRAFT OPERATING BUDGET FOR FYE MAY 31, 2025

This item was discussed above.

TAX ASSESSOR'S REPORT

Ms. Pena presented the Tax Assessor's Report; a copy is attached as Exhibit "B", noting that Caliber Auto Collision has paid taxes to the District but noted they do not reside in its boundaries. She further stated that once she confirms with Harris County Appraisal District, she will correct the tax roll and work on reimbursing Caliber Auto Collision. After no further discussion, Director Hood motioned to approve the Tax Assessor's Report and authorize payment of invoices. Director Covart seconded the motion, which passed unanimously.

RESOLUTION AUTHORIZING ADDITIONAL PENALTY ON DELINQUENT REAL PROPERTY TAXES

Mr. Roach advised that, pursuant to the Texas Property Tax Code, the District could impose an additional penalty of up to 20% on delinquent real property taxes as of July 1st of each year and that the penalty is essentially to cover the costs of collections by the District's Delinquent Tax Attorney pursuant to their contract with the District. Ms. Pena noted that the District's Tax Assessor will send out a notice to the delinquent tax residents in May to notify them of the additional penalty. She also confirmed that a notice will be sent reflecting an address change for the District's Tax Assessor. After some discussion, Director Covart motioned to adopt a Resolution Authorizing an Additional Penalty on Delinquent Real Property Taxes. Director Dobbs 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) Harris County Municipal Utility District No. 344 Wastewater Treatment Plant Generator Replacement, noting the plans have been submitted for governmental review;

(2) Lead and Copper Rules and Regulations, noting that the District's Engineer has prepared the service line inventory and is preparing to upload the data to the Texas Commission on Environmental Quality's template. She further noted that part of the requirement is that the District must make the inventory available to the public. Ms. Fields stated that since the system was installed after the adoption of the Clean Water Act in 1988, the District has the option of (1) making the inventory publicly available or (2) providing a written statement that the system has no lead service lines, galvanized pipes requiring replacements, or that lead status is unknown in the District's service lines and a general description of methods used to make the determination. After some discussion, the Board concurred with mailing a notice to the residents informing them of the lead status.

(3) America's Water Infrastructure Act ("AWIA") Risk and Resilience Assessment ("RRA")/Emergency Response Plan ("ERP") Recertification, noting that the District's Engineer received a notification from the Environmental Protection Agency that the District must review, revise where applicable, and recertify the existing RRA and ERP by June 30, 2026 and December 31, 2026. She then explained the requirements of AWIA Section 2013 and amended Section 1433.

After some discussion, Director Covart motioned to approve: (1) the Engineer's Report; and (2) the authorization of the District's Engineer to review, revise, and recertify the District's existing RRA and ERP. Director Hood seconded the motion, which passed unanimously.

OPERATOR'S REPORT

Mr. King presented the Operator's Report; a copy is attached as "Exhibit D". He then presented the Smart Meter Pilot Program and suggested that the Board choose the Model 25 Disc Option for \$3,500. Director Covart inquired about the cost of each of the current meters installed in the District. After some discussion, Director Covart motioned to approve: (1) the Operator's Report; and (2) the trial of ten Model 25 Disk Option water meters in the amount of \$4,000 for four months. Director Hood seconded the motion, which passed unanimously. Mr. Roach then noted the annual review of the Identity Theft Prevention Program. Mr. King confirmed there were no threats.

LAKEVIEW PARK MATTERS

Director Covart inquired if Summerwood would agree to the District starting Phase 2 of improvements to Lakeview Park (the "Park"). Ms. Vizona noted a recurring issue at the Park is the fire extinguisher being taken every week, which is creating a mess within the Park. A discussion ensued regarding the necessity of a fire extinguisher at the Park. Next, Director Covart inquired about the status of maintenance at the Park. Ms. Vizona noted that Summerwood hired a cleaning company for the restrooms and recently hired a new landscaping company. She further stated that if the District notices any issues with the Park's maintenance, contact Summerwood immediately. Ms. Vizona then inquired about the ideas the District had for Phase 2. Director Covart said the Board wanted to receive approval from Summerwood before moving forward with ideas. After some discussion, Ms. Vizona stated she would discuss the approval with Summerwood.

SUMMERWOOD MATTERS

Director Dobbs said she spoke with Ms. Vizona about holding an event at Lakeview Park and that she would follow up with Summerwood's event coordinator.

SECURITY MATTERS

Ms. Vizona said she had recently seen four Flock security cameras installed within the District.

ELECTRICITY CONTRACT RENEWAL

Mr. Prejean introduced himself and explained that Enhanced Energy Services had worked with the District since 2014, providing them the best rates for electric companies. He then presented the recent changes in the market and new pricing from a few electric companies. Mr. Prejean noted that the District's current four-year contract with the General Land Office ends on May 31, 2024. After a lengthy discussion, Director Hood motioned to (1) designate Director Roundy to handle the

contract regarding new rates, and (2) authorize a final contract as agreeable to Director Roundy. Director Covart seconded the motion, which passed unanimously.

Mr. Prejean exited the meeting.

TECHNOLOGY/WEBSITE UPDATES

Director Hood noted that she and Director Covart met with Off Cinco this past week to terminate their services. Next, the Board discussed using the \$7,000 annual rate for RAPLLC with other marketing services at the hourly rate. Director Dobbs noted that once the website is transferred over, we can add extra posts regarding the Association of Water Board Directors Award and updates on the Park.

ATTORNEY'S REPORT

Ms. Gentry confirmed that the Director Identification Cards were delivered and presented them to the Directors.

Messrs. LaConti, King, Ms. Pena, Ms. Vizena, and Ms. Fields exited the meeting.

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

The Board entered into executive session at 1:31 p.m. for legal consultation.

RECONVENE IN OPEN SESSION AND AUTHORIZE ANY ACTION RESULTING FROM EXECUTIVE SESSION

The Board reconvened in an open session at 1:42 p.m.

PENDING BUSINESS AND MATTERS FOR FUTURE AGENDAS

The Board concurred to reconvene for their next regular meeting on May 10, 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 10th day of May 2024.

/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