

HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 361
Minutes of Meeting of Board of Directors
June 21, 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:

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

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, a representative of Municipal Accounts & Consulting, L.P. (the “District’s Bookkeeper”); Josh Maas, 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”); and Jonathan Roach, Ray Arce, Jessica Gentry, and Hayden Toth, representatives 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 May 10, 2024. After no discussion, Director Hood motioned to approve the regular meeting minutes from May 10, 2024. Director Roundy 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 no discussion, Director Hood motioned to approve the Bookkeeper’s Report and authorize payment of invoices. Director Covart seconded the motion, which passed unanimously.

Director Dobbs entered the meeting.

Director Covart inquired about the tax cut law recently signed for Harris County. Mr. Roach noted that it was a tax reform cap for school districts and did not affect the District.

TAX ASSESSOR'S REPORT

Ms. Pena presented the Tax Assessor's Report; a copy is attached as Exhibit "B", noting that the District's preliminary value is \$416,468,684, pending any protest. She also mentioned her discovery of an empty Frost Bank account still open for the District but confirmed that she was able to remove any fees and is working to close the account. After no further discussion, Director Covart motioned to approve the Tax Assessor's Report and authorize payment of invoices. Director Roundy seconded the motion, which passed unanimously.

DELINQUENT TAX REPORT

Mr. Roach presented the Delinquent Tax Report, noting no action was required.

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 District's Engineer is addressing comments received by Harris County and Harris County Flood Control District and is preparing to advertise.

(2) Capital Improvement Plan ("CIP"), presented the updated CIPs for the Board's consideration. She then proposed one planned project for 2025: the design phase services for the replacement of the Water Plant Motor Control Center. She further noted that Harris County Municipal Utility District No. 344 had authorized the design phase services in the estimated amount of \$70,000, with the District's share being \$21,700. Ms. Fields recommended cleaning and televising the sanitary sewers once they reach 25 years of age. She stated that Lake Forest Village ("LFV") Section 1 will reach 25 years of age in 2025, costing approximately \$18,840 to clean and televise. She then noted that LFV Section 2 will be due in 2027. Ms. Fields stated that since there have not been any issues with the sanitary sewer, the Board may wait until 2027 to update both sections. Mr. Maas suggested looking at each section once they hit 25 years old.

(3) Lead and Copper Rules and Regulations ("LCRR"), noting that the District's Engineer has completed uploading the data to the Texas Commission on Environmental Quality's template and is preparing to submit it.

After some discussion, Director Covart motioned to approve: (1) the Engineer's Report; and (2) authorize the District's Operator to acquire a proposal to clean and televise the sanitary sewer in LFV Section 1 in an amount not to exceed \$20,000. Director Hood seconded the motion, which passed unanimously.

OPERATOR'S REPORT

Mr. Maas presented the Operator's Report; a copy is attached as "Exhibit D". He then presented a smart meter conversion proposal, explaining the benefit of water conservation and

decreased risk of leaks. After some discussion, Director Covart motioned to approve: (1) the Operator's Report; and (2) the Accurate Meter and Supply proposal. Director Roundy seconded the motion, which passed unanimously.

LAKEVIEW PARK MATTERS

There was nothing new to report.

SUMMERWOOD MATTERS

There was nothing new to report.

SECURITY MATTERS

Director Hood inquired if the Flock Safety cameras had been installed. Mr. Arce said he had not received any updates but would follow up with Flock Safety for confirmation.

TECHNOLOGY/WEBSITE AND TRANSITION UPDATES

Ms. Gentry presented the Communications Report; a copy is attached as Exhibit "E". The Board discussed various items to be added to the District's website. Mr. Roach stated that Ms. Gentry was planning to go to the District for drone footage of the park and asked the Board to sign the Drone Request Form. After some discussion, Director Covart motioned to approve: (1) the Communications Report; and (2) the Drone Request Form. Director Hood seconded the motion, which passed unanimously.

Mr. Toth entered the meeting during the discussion.

ATTORNEY'S REPORT

Mr. Roach noted that the Board is required annually to file a form with the Secretary of State regarding the voting system(s) the District may have used during the year and requested authorization for the District's Attorney to complete and file the form on behalf of the District as necessary. Mr. Roach then asked the Board to consider approval of the destruction of old copies of prior Board meeting notes as allowed by applicable law. He reminded the Board that the District's Attorney is retaining electronic copies of virtually all District records and that copies of all official meeting minutes are kept in perpetuity. Director Hood motioned to authorize: (1) the execution of the voting system annual filing form; and (2) the destruction of old copies of prior Board meeting notes. Director Covart seconded the motion, which passed unanimously.

Director Covart noted that the Summerwood Homeowners Association ("HOA") received three (3) bids for the removal of fallen trees and has asked if the District would be willing to contribute financially. Director Roundy stated that the District could pay for the tree removal in areas within the District but not for areas outside of the District. Next, Mr. Roach noted that Director Roundy had executed the agreement with Public Power Pool for a 19-month extension of the District's current contract.

***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

Director Hood stated that per diem expenses need to be turned in within 60 days of the event. The Board concurred to reconvene for their next regular meeting on July 12, 2024, at 12:00 p.m. at the District Attorney's office. After no further discussion, Director Covart motioned to adjourn the meeting. Director Hood seconded the motion, which passed unanimously.

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Approved this 19th day of July 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