

# DRAFT

## MINUTES HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 359

April 5, 2023

The Board of Directors (the “Board”) of Harris County Municipal Utility District No. 359 (the “District”) met in regular session at the offices of Allen Boone Humphries Robinson LLP, 3200 Southwest Freeway, Blanco Conference Room, Houston, Texas 77027, outside the boundaries of the District, on the 5<sup>th</sup> day of April, 2023, and the roll was called of the members of the Board being present:

Neil Daniels	President
Marilyn Keys	Vice President
Hubert Pierre	Secretary
David Keller	Assistant Vice President
Mike Berry	Assistant Secretary

and all of the above were present, thus constituting a quorum.

Also attending the meeting were: Tor Persson, resident of the District; Kathy Kaufman, representing the Shadowlake Homeowners’ Association (the “HOA”); Matt Carpenter and Crystal Swink of IDS Engineering Group (“IDS”); Emma Highberger of Wheeler & Associates, Inc. (“Wheeler”); Brenda Garcia of Municipal Accounts & Consulting, L.P.; and Andrew Vaughan and Alyssa Ollwerther of Allen Boone Humphries Robinson LLP (“ABHR”).

### PUBLIC COMMENT

Mr. Persson commented on the lakeshore stabilization project and certain out-of-District service areas. Mr. Persson also commented on the Detention Pond Agreement between the District and the HOA.

### PRESIDENT’S COMMENTS

There were no comments from the President this month.

### APPROVAL OF THE MINUTES

The Board considered approving the minutes of the March 1, 2023, regular meeting. Upon a motion made by Director Berry and seconded by Director Pierre, the Board voted unanimously to approve the minutes.

## TAX ASSESSMENT AND COLLECTION MATTERS

Ms. Highberger presented and reviewed the District's monthly tax report and delinquent tax roll, a copy of which is attached, reflecting that 95.02% of the District's 2022 taxes were collected as of the end of March 2023. After review and discussion, Director Berry moved to approve the tax report and payment of the invoices. Director Keller seconded the motion, which passed unanimously.

## FINANCIAL AND BOOKKEEPING MATTERS, INCLUDING PAYMENT OF THE BILLS AND REVIEW OF INVESTMENTS

Ms. Garcia reviewed the bookkeeper's report, including a list of checks presented for payment and the quarterly investment report, a copy of which is attached. After review and discussion, Director Keller moved to approve the bookkeeper's report, investment report, and payment of the bills listed in the report. Director Berry seconded the motion, which passed unanimously.

The Board further discussed the earlier public comment regarding certain out-of-District service matters and related reimbursement matters. Following discussion, the Board determined that no further action needs to be taken.

## RECEIVE UPDATE ON CITY OF HOUSTON (THE "CITY") REBATE MATTERS

The Board discussed City rebate matters.

## REVIEW STATUS OF DETENTION POND MAINTENANCE AND MOWING

The Board reviewed the monthly report on the detention pond maintenance and mowing, prepared by Storm Maintenance & Monitoring, a copy of which is attached.

## ENGINEERING MATTERS

Mr. Carpenter reviewed the engineer's report, a copy of which is attached. He updated the Board on the status of various District projects, as reflected in his report.

Mr. Carpenter updated the Board on lake shoreline stabilization matters, including the contract administration and phasing of certain portions of the project. The Board and Mr. Carpenter discussed the 90% design plans for the project. Mr. Carpenter discussed erosion stabilization and bulkhead components for the lake shoreline, including certain products for same. Following discussion, Director Berry moved to authorize IDS to advertise for bids for the project, as discussed. Director Keller seconded the motion, which carried unanimously. The Board requested that vinyl bulkheads be added to the project as an addendum to the extent possible.

Mr. Carpenter and the Board discussed water reclamation matters.

Mr. Carpenter updated the Board on Brays Bayou Trail (the “Trail”) matters, noting that the construction of the Trail is on-going and has reached the boundary of District property. He stated that IDS has received agency review comments and is coordinating with Merrie Talley on same. Next, Mr. Carpenter said that IDS received an update from the Houston Parks Board (“HPB”), noting that HPB anticipates that the culvert and fence construction will be completed by the end of April.

## MEETING SCHEDULE AND ITEMS FOR THE NEXT BOARD MEETING

The Board discussed agenda items for the next Board meeting and concurred to hold its next regular meeting on May 3, 2023, at 12:30 p.m., at the offices of ABHR, 3200 Southwest Freeway, Suite 2400, Blanco Conference Room, Houston, Texas 77027.

There being no further business to come before the Board, the meeting adjourned.

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Secretary, Board of Directors

(SEAL)

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