

# HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 368

## Minutes of Meeting Thursday, March 17, 2016

The Board of Directors (the "Board") of Harris County Municipal Utility District No. 368 (the "District") met in regular session, open to the public, at 6:30 p.m. on Thursday, March 17, 2016, at the District's regular meeting place, Graceview Baptist Church, 25510 Tomball Parkway, Tomball, Texas, whereupon the roll was called of the members of the Board to-wit:

Roy P. Lackey	President
Tiffani C. Bishop	Vice President/Investment Officer
Sharon L. Cook	Secretary
Eric Daniel	Treasurer
Allison V. Dunn	Assistant Secretary

All members of the Board were present, thus constituting a quorum. Consultants in attendance were: Mike Plunkett of Eagle Water Management, Inc. ("Operator"); Matthew Carpenter, P.E. and Kameron Pugh of IDS Engineering Group ("IDS" or "Engineer"); Katherine Turner and Randi Beck of Municipal Accounts and Consulting, L.P. ("MAC" or "Bookkeeper"); Kristen Scott of Bob Leared Interests Inc. ("Tax Assessor/Collector"); Andrew Dunn of On-Site Protection, LLC ("On-Site"); Corporal Thomason of the Harris County Precinct 4 Constable's Office ("HCCO"); Scott Eidman, attorney, and Mirna Croon, paralegal, of Johnson Petrov LLP ("JP" or "Attorney"); and Rob Barnes and Maria Barnes, residents of the District.

The President called the meeting to order at 6:40 p.m. and in accordance with the notice posted pursuant to law, the following business was transacted:

I. **Public Comment.** Mr. Barnes informed the Board about the Stonepine Homeowners Association annual meeting scheduled for March 31, 2016 at 7:00 p.m. at Bernshausen Elementary School.

II. **Security Report.** Sergeant Thomason presented to and reviewed with the Board the Security Report, a copy of which is attached hereto as Exhibit "A".

III. **General Business.**

A. District's Website. There were no matters to report.

B. Emergency Operations and repairs to District Facilities. There were no matters to report.

C. Residential Recycling and Reuse of Texas ("RRRT") Monthly Recycling Report. The Board reviewed the recycling report, a copy of which is attached hereto as Exhibit "B". Director Dunn discussed scheduling of an e-waste collection document destruction event for the District. Director Bishop suggested having Cubs Scouts distribute flyers regarding same.

- D. Accurate Meter & Supply Automatic Read Meters contract/proposal. This matter was tabled.
- E. Security System proposals. This matter was tabled until an executive session later in the meeting.

IV. **Tax Assessor/Collector's Report.** Ms. Scott reviewed the Tax Assessor/Collector's Report for the month of February 2016, a copy of which is attached hereto as Exhibit "C". Ms. Scott reported that 97.405% of the District's 2015 tax levy had been collected as of February 29, 2016.

Upon motion by Director Cook, seconded by Director Lackey, after full discussion and with all Directors present voting aye, the Board (i) approved the Tax Assessor/Collector's Report; and (ii) authorized payment of checks numbered 1148 through 1162 from the Tax Account.

V. **Bookkeeper's Report.** Ms. Beck reviewed the Bookkeeping Report, a copy of which is attached hereto as Exhibit "D".

Next, upon motion by Director Cook, seconded by Director Lackey, after full discussion, and with all Directors present voting aye, the Board voted to (i) approve the Bookkeeper's Report; (ii) authorize payment of Check Nos. 14120 through 14186 from the Operating Fund, and (iii) authorize payment of Check No. 1678 from the Capital Projects Fund.

[Director Daniel entered the meeting.]

Ms. Beck reported on correspondence received from Harris County related to the electronic payment option to Harris County for the Law Enforcement Interlocal Agreement. Ms. Turner noted that the electronic payments would eliminate the need to make payments to the County two (2) months in advance to ensure timely receipt by the County. Discussion ensued after which, upon motion by Director Cook, seconded by Director Lackey, after full discussion and with all Directors present voting aye, the Board authorized the electronic payments to Harris County for the Law Enforcement Interlocal Agreement in lieu of issuing paper checks.

Mr. Eidman stated that a Resolution Authorizing Electronic Payments to Harris County will be added to the next agenda.

VI. **Engineer's Report.** There were no additional matters to report.

VII. **Developer's Report.** There was no report.

VIII. **Executive Session.** Next, at 7:27 p.m., the President called an Executive Session, pursuant to Section 551.071 and Section 551.076 of the Open Meetings Act, to discuss security matters and matters of attorney-client privilege. Only the Board members, Mr. Eidman, and Ms. Croon were present during the executive session. Director Dunn exited the executive session at 8:05 p.m. during the discussion related to security matters.

IX. **Regular Session.** Upon motion by Director Cook, seconded by Director Lackey, the Board reconvened the meeting in Regular Session at 8:22 p.m. No action was taken in the Executive Session.

[Director Dunn entered the meeting.]

X. **Attorney's Report.**

A. **Minutes of March 3, 2016 Board meeting.** Upon motion by Director Cook, seconded by Director Lackey, after full discussion and with all Directors present voting aye, the Board (i) approved the minutes of the March 6, 2016 Board meeting, as amended; and (ii) authorized a four (4) months payment plan for the owner of the property located at 11807 Pebble Sands Dr. for the costs associated with the removal of concrete debris from the District's property.

XI. **Adjournment.** With no additional matters before the Board, the Board adjourned the meeting at 8:35 p.m.

[EXECUTION PAGE FOLLOWS]

Passed and approved this 7<sup>th</sup> day of April, 2016.

  
Secretary, Board of Directors

**Exhibits:**

- "A" Security Report
- "B" Recycling Report
- "C" Tax Assessor/Collector's Report
- "D" Bookkeeper's Report