

MINUTES
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 359

May 3, 2017

The Board of Directors (the "Board") of Harris County Municipal Utility District No. 359 (the "District") met in regular session, open to the public, on the 3rd day of May, 2017, at the offices of Allen Boone Humphries Robinson LLP, 3200 Southwest Freeway, Suite 2600, Houston, Texas 77027, outside the boundaries of the District, and the roll was called of the members of the Board:

Marilyn Keys	President
Janice Lavin	Vice President
Susan Rathgeber	Secretary/Records Management Officer
Rusk Elatassi	Assistant Vice President
David Keller	Assistant Secretary

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

Also present at the meeting were Glenn Woodson of Storm Maintenance and Monitoring ("Storm Maintenance"); Matt Carpenter of IDS Engineering Group ("IDS"); Ray Arce of Wheeler & Associates, Inc.; Darrell Hawthorne of Municipal Accounts & Consulting, L.P.; and Tim Austin and Alyssa Ollwerther of Allen Boone Humphries Robinson LLP ("ABHR").

PUBLIC COMMENT

There were no public comments.

PRESIDENT'S COMMENTS

Director Keys discussed the maintenance of storm drains in the District.

APPROVAL OF THE MINUTES

The Board considered approving the minutes of the April 3, 2017, regular meeting. Upon a motion made by Director Lavin and seconded by Director Rathgeber the Board voted unanimously to approve the minutes as amended.

ENGINEERING MATTERS

Mr. Carpenter reviewed the engineer's report, a copy of which is attached.

Mr. Carpenter updated the Board on the status of the berm repair, as outlined in his report.

AUTHORIZE IDS TO CONDUCT FEASIBILITY STUDY TO DETERMINE AN ALTERNATE SOURCE OF WATER FOR SHADOWLAKE

The Board discussed authorizing IDS to evaluate alternative water supplies for lake maintenance and open space irrigation. After discussion, Director Elatassi moved to authorize IDS to evaluate alternative water supplies for lake maintenance and open space irrigation, at an amount not to exceed \$3,000. Director Keller seconded the motion, which carried unanimously.

REVIEW STATUS OF DETENTION POND MAINTENANCE AND MOWING

Mr. Woodson reviewed a report on the detention pond maintenance and mowing, a copy of which is attached.

UPDATE ON COMMUNICATIONS WITH THE CITY OF HOUSTON REGARDING THE UTILITY AND FUNCTIONS AND SERVICES ALLOCATION AGREEMENT

Mr. Austin updated the Board on communications with the City staff regarding the Second Amendment to Utility and Functions and Services Allocation Agreement.

TRAVEL REIMBURSEMENT GUIDELINES AND DIRECTOR EXPENSES FOR THE ASSOCIATION OF WATER BOARD DIRECTORS SUMMER CONFERENCE

The Board discussed fees of office and expenses in connection with the Association of Water Board Directors ("AWBD") summer conference. After discussion and consideration of the District's Travel Reimbursement Guidelines, Director Keys moved to authorize up to three fees of office for attendance at the conference, up to three nights at a hotel at the conference rate, with reimbursement to be submitted in accordance with the District's Travel Reimbursement Guidelines. Director Rathgeber seconded the motion, which passed by unanimous vote.

DISCUSS COMMUNICATIONS AMONG THE BOARD OF DIRECTORS

Director Keys discussed communications among the Board of Directors and consultants that occurs in between meetings.

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

Mr. Hawthorne reviewed the bookkeeper's report, including a list of checks presented for payment and the quarterly investment report, copies of which are 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 Elatassi seconded the motion, which passed by unanimous vote.

TAX ASSESSMENT AND COLLECTION MATTERS

Mr. Arce presented and reviewed the District's monthly tax report and delinquent tax roll, a copy of which is attached, reflecting that 97.39% of the District's 2016 taxes were collected as of the end of April, 2017. After review and discussion, Director Keller moved to approve the tax report and payment of the invoices. The motion was seconded by Director Rathgeber and carried unanimously.

SURVEY OF DISTRICT PROPERTY

The Board discussed the survey of District property. Mr. Carpenter stated that IDS had placed stakes along the District property. A copy of the plat that established the boundary line that is proposed to be fenced is included in the engineer's report.

REVIEW REQUEST FOR MUD TRASH SERVICE AND AUTHORIZE APPROPRIATE ACTION

The Board discussed its current trash collection service.

REVIEW CITIZEN REQUEST FOR SECURITY FENCE TO THE NORTHERN SECTION OF THE LAKE

The Board discussed the status of the fence construction reviewed an updated quote from National Fence Company in the revised amount of \$43,267.79. After review and discussion, Director Elatassi moved to approve the quote from National Fence Company, in the amount of \$43,267.79. Director Keller seconded the motion, which passed which passed three votes yea, two votes nay, with Directors Keys and Rathgeber voting no.

UPDATE ON BRAYS BAYOU TRAIL

Directors Keys and Keller updated the Board on the Brays Bayou Trail.

STATUS OF PREPARATION OF A PARK MASTER PLAN BY TALLEY LANDSCAPE ARCHITECTS, INC.

The Board discussed the preparation of the master park plan (the "Plan") and Ms. Talley's presentation at the last Board meeting.

Mr. Austin discussed the plat of the District storm water utility easement with the Board.

ALTERNATE SOURCE OF WATER FOR SHADOWLAKE

The Board discussed alternate sources of water to fill Shadowlake.

BOND FUNDS

The Board took no action on this agenda item.

REVIEW CITIZEN REQUEST FOR A FORMAL SURVEY OF DISTRICT'S RESIDENTS REGARDING FENCE

The Board took no action on this agenda item.

DISCUSS JUNE AGENDA ITEMS

The Board discussed items for placement on the June agenda.

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


Secretary, Board of Directors



LIST OF ATTACHMENTS TO MINUTES

	Minutes
	<u>Page</u>
Engineer's report.....	1
Report on the detention pond maintenance and mowing.....	2
Bookkeeper's report.....	2
Tax report.....	3