

MINUTES  
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 359

March 7, 2018

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 7th day of March, 2018, 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 Shannon Waugh of Off Cinco; Maurice Brown and Daniel Chavanelle, residents of the District; Glenn Woodson of Storm Maintenance and Monitoring ("Storm"); Mike Berry of Shadowlake Homeowners Association ("Shadowlake HOA"); Chad Abrams of IDS Engineering Group ("IDS"); Lizandro Campos 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").

PRESIDENT'S COMMENTS

The President commented on signage in the District.

DISTRICT WEBSITE

Ms. Waugh presented the District's website to the Board. No action was taken.

APPROVAL OF THE MINUTES

The Board considered approving the minutes of the February 7, 2018, regular meeting. Upon a motion made by Director Elatassi and seconded by Director Rathgeber, the Board voted unanimously to approve the minutes as presented.

2018 DIRECTORS ELECTION

The Board considered authorizing the Notice and Writ of Election. Following discussion, Director Keller moved to authorize the Secretary's agent to post the Notice

as required. Director Keys seconded the motion, which was approved by unanimous vote.

### ENGINEERING MATTERS

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

Mr. Abrams updated the Board on the status of the berm repair. He stated that the project is on hold due to groundwater conditions. Discussion ensued regarding the repair and alternative solutions for same. A motion was presented by Director Keller to authorize IDS to research alternative options for the berm repair. The motion was seconded by Director Elatassi. Director Lavin abstained from voting, with Director Keys and Director Rathgeber voting "nay." The motion did not pass. No action was taken.

Mr. Abrams updated the Board on the status of the erosion repair of the storm water detention facility. No action was taken.

Mr. Abrams stated that the request to Harris County Flood Control Department regarding the extension of the fence across the outfall channel is no longer necessary as the Houston Parks Board ("HPB") confirmed that the proposed trail will be on the south side of the bayou and that a culvert will be used to cross the concrete channel. After discussion, Director Keys moved to direct IDS to work with HPB to incorporate the District's fence into the plans of HPB. Director Lavin seconded the motion, which carried unanimously.

After review and discussion, Director Keller moved to approve the engineering report. Director Rathgeber 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.

Mr. Woodson discussed the tree clearing on the south side of the bayou. He stated that Storm had removed more trees than the Board had authorized at the last Board meeting and requested authorization to plant 100 Big Foot Willow trees in the affected area. Director Keys moved to authorize Storm to plant the Big Foot Willow trees. Director Lavin seconded the motion, which carried unanimously.

### RESOLUTION CONCERNING EXEMPTIONS FROM TAXATION

Mr. Austin reviewed a Resolution Concerning Exemptions from Taxation. After review and discussion, Director Keller moved to adopt the Resolution Concerning Exemptions from Taxation reflecting a provision for a \$3,000 exemption for persons

who are over 65 or disabled and rejected any other exemptions for residential homesteads and travel trailers from ad valorem taxation, and direct that the Resolution be filed appropriately and retained in the District's official records. Director Keys seconded the motion, which passed by unanimous vote.

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 Lavin moved to approve the bookkeeper's report, investment report, and payment of the bills listed in the report. Director Rathgeber seconded the motion, which passed by unanimous vote.

TAX ASSESSMENT AND COLLECTION MATTERS

Mr. Campos presented and reviewed the District's monthly tax report and delinquent tax roll, a copy of which is attached, reflecting that 94.45% of the District's 2017 taxes were collected as of the end of February, 2018. After review and discussion, Director Lavin moved to approve the tax report and payment of the invoices. The motion was seconded by Director Keys and carried unanimously.

UPDATE ON BRAYS BAYOU TRAIL

There was no update on this agenda item.

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

There was no update on this agenda item.

ADOPT RESOLUTION ESTABLISHING OUT-OF-DISTRICT MEETING PLACE

No action was taken under this agenda item.

DISTRICT SIGNAGE

The Board discussed the current signage in the District. No action was taken.

PUBLIC COMMENT

Mr. Chavanelle inquired about the ways in which the District spends funds and on which projects.

Mr. Persson discussed the current signage in the District, the level of Shadowlake post-Hurricane Harvey, and the leaking of the lake.

Mr. Berry inquired about the berm repair status.

Mr. Daniels inquired about the berm repair and the party responsible for filling Shadowlake.

MEETING SCHEDULE AND ITEMS FOR THE NEXT BOARD MEETING

The Board discussed items for the next Board meeting and concurred to have its regular meeting on April 4, 2018, at the offices of ABHR.

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.....	2
Report on the detention pond maintenance and mowing.....	2
Bookkeeper's report.....	3
Tax report.....	3