

MINUTES
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 365

January 18, 2018

The Board of Directors (the "Board") of Harris County Municipal Utility District No. 365 (the "District") met in regular session, open to the public, on the 18th day of January, 2018, at the offices of Allen Boone Humphries Robinson LLP, 3200 Southwest Freeway, Suite 2400, Houston, Texas, outside the boundaries of the District, and the roll was called of the members of the Board:

Joe Myers	President
Megan Bradley	Vice President
Alan Silverman	Secretary
Jeff McClellan	Assistant Secretary
Angela Small	Assistant Vice President

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

Also present at the meeting were Sherri Greenwood of BKD, Inc.; Odette McMullen of Bob Leared Interests, Inc.; Alyson Baker of McLennan & Associates; Brian Bare of Si Environmental, LLC ("SI"); Erik Miller of Sander Engineering Corp. ("SEC"); Jessica Carr, Whitney Higgins and Jane Miller of Allen Boone Humphries Robinson LLP ("ABHR").

CONSENT AGENDA

Director Myers offered Board members and consultants the opportunity to remove items from the consent agenda for individual discussion. Director Bradley then moved to approve all items on the consent agenda. Director McClellan seconded the motion, which passed by unanimous vote. Copies of all documents approved as part of the consent agenda are attached.

PUBLIC COMMENT

There was no public comment.

2018 DIRECTORS ELECTION

Ms. Carr discussed procedures related to the 2018 Directors Election. She reviewed a Resolution Designating an Agent of the Secretary of the Board of Directors during the 2018 Directors Election Period. Following review and discussion, Director Bradley moved to adopt a Resolution Designating an Agent of the Secretary of the Board During the 2018 Directors Election Period appointing Jane H. Miller as

the agent of the Secretary of the Board of Directors to perform the duties of the District's Directors Election, authorize the agent to post the related notice as required, and direct that the Resolution be filed appropriately and retained in the District's official records. Director Small seconded the motion, which was approved by unanimous vote.

Ms. Carr reported on requirements to post a Notice of Deadline to File Applications for Place on the Ballot for the 2018 Directors Election. Following discussion, Director Bradley moved to authorize the Secretary's agent to post the notice as required and on the District website. Director Small seconded the motion, which was approved by unanimous vote.

Ms. Carr then discussed exemptions from using electronic voting systems during the 2018 Directors Election. She stated that the basis of the District's exemption is that the most recently scheduled directors election was cancelled. Following discussion, Director Bradley moved to authorize the Secretary's agent to publish Notice of Exemption in a newspaper of general circulation. Director Small seconded the motion, which was approved by unanimous vote.

The Board discussed pay for election officials during the 2018 Directors Election. Following discussion, Director Bradley moved to set the pay for election officials at \$15.00 per hour. Director Small seconded the motion, which was approved by unanimous vote.

Ms. Carr next discussed procedures related to the 2018 Directors Election. She reviewed an Order Calling Directors Election. Following review and discussion, Director Bradley moved to adopt the Order Calling Directors Election and direct that the Order be filed appropriately and retained in the District's official records. Director Small seconded the motion, which passed unanimously.

Ms. Carr discussed that Notice of Election may be required to be posted or published and provided to the County Clerk and Voter Registrar of Harris County. Following discussion, Director Bradley moved to authorize the Secretary's agent to post or publish and provide to the County Clerk and Voter Registrar Notice of Election, if required. Director Small seconded the motion, which passed unanimously.

ADDITIONAL BOOKKEEPING MATTERS

The Board considered accepting Disclosure Statements from the District's bookkeeper and Investment Officer as required by the Public Funds Investment Act and the District's Investment Policy. Upon a motion made by Director McClellan and seconded by Director Bradley, the Board voted unanimously to accept the Disclosure Statements from the District's bookkeeper and Investment Officer and to authorize filing with the Texas Ethics Commission.

ADDITIONAL TAX ASSESSMENT AND COLLECTION MATTERS

There was no discussion for this agenda item.

ADDITIONAL OPERATING MATTERS

There was no discussion for this agenda item.

HEARING ON TERMINATION OF WATER SERVICE TO DELINQUENT CUSTOMERS AND AUTHORIZE TERMINATION OF SERVICE

The Board then conducted a hearing on the termination of utility service to delinquent accounts. Mr. Bare reported that the persons on the termination list provided to the Board were mailed written notice prior to this meeting in accordance with the Rate Order, notifying them of the opportunity to appear before the Board of Directors to explain, contest, or correct the utility service bill and to show reason why utility service should not be terminated for reason of nonpayment. Director Bradley moved that, since the customers on the termination list were neither present at the meeting nor had presented any statement on the matter, utility service should be terminated in accordance with procedures set forth in the District's Rate Order. Director Small seconded the motion, which carried unanimously.

ADDITIONAL ENGINEERING MATTERS

Mr. Miller reviewed an engineering report from Sanders Engineering Corporation ("SEC"), a copy of which is attached.

Mr. Miller reported that drawings for rehabilitation of the commercial ditch were complete and requested authorization to advertise for bids for construction. Following review and discussion, upon a motion by Director Bradley and a second by Director McClellan, the Board voted unanimously to authorize SEC to advertise for bids for rehabilitation of the commercial ditch subject to attorney review of contracts, bonds and insurance.

Discussion ensued regarding resident inquiries regarding proposed drainage improvements in The Park at Arbordale. Following discussion, the Board concurred to authorize SEC to investigate options to improve drainage on Twisting Ivy Lane.

ADDITIONAL PARKS MATTERS

There was no discussion for this agenda item.

ATTORNEY REPORT

Ms. Carr reported on the District's compliance activities during the prior calendar year related to bond financings and stated that no action is required at this time.

Ms. Carr reported that pursuant to Chapter 176 of the Texas Local Government Code, the District will maintain and update annually a List of Local Government Officers.

AGREED UPON PROCEDURES REPORT

Ms. Greenwood discussed with the Board a proposed scope of work for an Agreed upon Procedures report on the joint wastewater plant account from 2006 to present.

FEBRUARY 2018 REGULAR AND SPECIAL AGENDAS

The Board discussed meeting on the following dates in February, 2018: February 15, regular meeting and February 13, special meeting at 16314 Madewood Street.

There being no further business brought before the Board, the meeting was adjourned.





Secretary, Board of Directors

LIST OF ATTACHMENTS TO MINUTES

Minutes
Page

bookkeeper's report	1
engineer's report.....	1
operator's report.....	1
tax assessor/collector report	1