

MINUTES
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 355

December 3, 2021

The Board of Directors (the "Board") of Harris County Municipal Utility District No. 355 (the "District") met in regular session, open to the public, on the 3rd day of December, 2021, at the offices of Allen Boone Humphries Robinson LLP ("ABHR"), 3200 Southwest Freeway, Suite 2400, Houston, Texas 77027, outside the boundaries of the District, and the roll was called of the members of the Board:

Kurt A. Baerenstecher	President
Claude A. Zackary	Vice President
Jon Elmendorf	Secretary
Gary D. Lower	Assistant Vice President
Letha P. Slagle	Assistant Secretary

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

Also present for all or part of the meeting were Patty Rodriguez of Bob Leared Interests, Inc.; Darrell Hawthorne and Jordan Moore of Municipal Accounts & Consulting, L.P.; Scott Gray and Kim Cosco of Champions Hydro-Lawn, Inc. ("CHL"); Andy Mersmann of BGE, Inc.; and Greer Pagan and Justine M. Cherne of ABHR.

Due to the COVID-19 virus epidemic emergency and the high threat level warnings issued by various governments and agencies, the District established a telephone option for members of the public to listen to the meeting and to address the Board. On the telephone was Kurt Albaugh, resident of the District and Chair of the Lakes of Parkway Architectural Review Committee.

PUBLIC COMMENTS

Mr. Albaugh addressed the Board to express support for the District's proposed replacement of an outfall flap gate.

APPROVE MINUTES

The Board considered approving the minutes of its November 5, 2021, meeting. Following review and discussion, Director Elmendorf moved to approve the minutes as written. Director Lower seconded the motion, which passed unanimously.

TAX ASSESSMENT AND COLLECTIONS MATTERS

Ms. Rodriguez reviewed the tax assessor/collector's report and invoices for payment. A copy of the tax assessor/collector's report, including a list of checks

presented for approval, is attached. Ms. Rodriguez presented a letter closing the District's Wells Fargo bank account for signature. She reported that as of November 30, 2021, 16.80% of the District's 2021 taxes were collected. Following review and discussion, Director Elmendorf moved to approve the tax assessor/collector's report and payment of the invoices as presented. Director Lower seconded the motion, which passed unanimously.

FINANCIAL AND BOOKKEEPING MATTERS

Mr. Hawthorne introduced Mr. Moore to the Board. Mr. Moore presented the bookkeeper's report and invoices for payment. A copy of the bookkeeper's report, including a list of checks presented for approval, is attached. Discussion ensued regarding check nos. 5236 and 5237 to Waterwise Irrigation, Inc. and check no. 5238 to Westco Grounds Maintenance, LLC. Following review and discussion, the Board concurred to directly pay check no. 5238 in lieu of reimbursing the Lakes of Parkway Homeowners Association (the "HOA"). The Board requested that the bookkeeper's report be corrected to allocate check nos. 5236 and 5237 to the District's Lakeshore Way Drainage Improvements Project. Director Lower moved to approve the bookkeeper's report and payment of the invoices. Director Slagle seconded the motion, which passed unanimously.

TRAVEL REIMBURSEMENT GUIDELINES

The Board reviewed the District's Travel Reimbursement Guidelines in preparation for the Association of Water Board Directors Winter Conference.

ANNUAL REVIEW OF INVESTMENT POLICY, AUTHORIZED DEPOSITORY INSTITUTIONS, AND QUALIFIED BROKER/DEALERS

The Board conducted an annual review of the District's Investment Policy. Mr. Pagan stated that there were no recommended changes to the policy. Mr. Pagan reported that the District's list of authorized depository institutions and qualified broker/dealers had been updated by the District's bookkeeper. Following review and discussion, Director Elmendorf moved to (1) adopt a Resolution Regarding Annual Review of Investment Policy confirming that the current Investment Policy shall remain in effect; (2) adopt a Resolution Establishing the Authorized Depository Institutions and Adopting List of Qualified Broker/Dealers with whom the District May Engage in Investment Transactions; and (3) direct that the resolutions be retained in the District's official records. Director Lower seconded the motion, which passed unanimously.

EMINENT DOMAIN REPORT

Mr. Pagan reported on the District's filing requirements related to eminent domain authority and stated that the District's Eminent Domain Authority Annual Report will be filed with the Comptroller of the State of Texas as required.

DETENTION AND DRAINAGE FACILITIES MAINTENANCE

Mr. Gray presented a Detention and Drainage Facilities Report and reported on maintenance items. A copy of the report is attached.

Mr. Gray presented a proposal for removal of a tree encroaching on the fence located near the swale at Jade Cove Drive in the amount of \$600.00 and discussion ensued.

Mr. Cosco presented drone video footage of Harris County Flood Control District's ("HCFCD") outfall channel taken one year ago and after the recent desiltation maintenance performed by HCFCD.

Following review and discussion, Director Slagle moved to approve the Detention and Drainage Facilities Report and the proposal from CHL for tree removal in the amount of \$600.00. Director Elmendorf seconded the motion, which passed unanimously.

ENGINEERING MATTERS

Mr. Mersmann presented the engineer's report, a copy which is attached. Mr. Mersmann reported that Pay Estimate No. 3 and Final submitted by Millis Equipment LLC for the District's Lakeshore Way Drainage Improvements Project in the amount of \$43,020.50 was previously included in the Board's approval of the bookkeeper's report.

Mr. Mersmann reported on efforts to obtain proposals for replacing the District's current flap gate with a lighter aluminum flap gate for Board review.

WATER CONSERVATION PROJECT, PHASES II AND III

Director Baerenstecher reported on the status of the District's Water Conservation Project, Phase II, pursuant to the District's Service Agreement with Waterwise Irrigation, Inc. He stated that the project is nearly complete.

Director Baerenstecher discussed coordination with Pam Seghers, Chair of the Lakes of Parkway Landscape Committee, on determining a proposed scope of work for an anticipated District Water Conservation Project, Phase III to address additional operational and maintenance issues related to the common area irrigation system. He discussed the proposed development of process and instrumentation diagrams related to maintenance of lake levels and the common area irrigation system.

CONTRACT MATTERS

There was no discussion regarding contract matters.

MEETING SCHEDULE

Following discussion, the Board concurred to hold its next regular meeting at 12:00 p.m. on Friday, January 7, 2022, at ABHR's offices.

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

[SIGNATURE PAGE FOR THE MINUTES OF THE DECEMBER 3, 2021, BOARD MEETING]




Secretary, Board of Directors

LIST OF ATTACHMENTS TO MINUTES

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