

MINUTES
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 355

May 6, 2022

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 6th day of May, 2022, 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, thus constituting a quorum.

Also present for all or part of the meeting were Patty Rodriguez of Bob Leared Interests, Inc.; Cory Burton of Municipal Accounts & Consulting, L.P. ("MAC"); Scott Gray of Champions Hydro-Lawn, Inc.; Andy Mersmann of BGE, Inc., and Greer Pagan, Justine M. Cherne, and Whitney Cataldo of ABHR.

The District established a telephone option for members of the public to listen to the meeting and to address the Board. No one was on the telephone.

PUBLIC COMMENTS

There were no comments from the public.

APPROVE MINUTES

The Board considered approving the minutes of its April 1, 2022, meeting. Following review and discussion, Director Slagle 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 reported that as of April 30, 2022, 97.1% of the District's 2021 taxes were collected. She then reviewed the District's delinquent tax accounts. Following review and discussion, Director Lower moved to

approve the tax assessor/collector's report and payment of the invoices as presented. Director Slagle seconded the motion, which passed unanimously.

FINANCIAL AND BOOKKEEPING MATTERS

Mr. Burton 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. Following review and discussion, Director Lower moved to approve the bookkeeper's report. Director Zackary seconded the motion, which passed unanimously.

In response to Board members' inquiries, Mr. Burton stated that actual bookkeeping fees are anticipated to be \$1,000.00 to \$2,000.00 more than budgeted for fiscal year ending September 30, 2022.

TRAVEL REIMBURSEMENT GUIDELINES

The Board reviewed the District's Travel Reimbursement Guidelines in preparation for the Association of Water Board Directors ("AWBD") summer conference. Following review and discussion, the Board concurred to approve reimbursement of up to four per diems, three hotel nights, and meals according to the guidelines for each Director attending the AWBD summer conference.

THIRD AMENDED AND RESTATED AGREEMENT FOR BOOKKEEPING SERVICES

Mr. Burton responded to Board members' questions and comments regarding a proposed Third Amended and Restated Agreement for Bookkeeping Services with MAC, reflecting a new tiered rate structure. He reviewed an example of the new format for MAC reports moving forward. After review and discussion, Director Elmendorf moved to authorize execution of the Third Amended and Restated Agreement for Bookkeeping Services, effective August 1, 2022. Director Lower seconded the motion, which passed unanimously. Additional discussion ensued regarding requested revisions to the charts included in the monthly bookkeeper's reports. Mr. Burton stated that he will coordinate with Director Baerenstecher on revisions to the charts.

DETENTION AND DRAINAGE FACILITIES MAINTENANCE

Mr. Gray reviewed a Detention and Drainage Facilities Report and reported on maintenance items. A copy of the report is attached. Discussion ensued regarding a brick that was wedged under the District's larger flap gate and concerns regarding nutria access through the open gate. Following discussion, the Board authorized Mr. Gray to remove the brick. After review and discussion, Director Lower moved to approve the Detention and Drainage Facilities Report. Director Elmendorf seconded the motion, which passed unanimously.

ENGINEERING MATTERS, INCLUDING REPLACEMENT OF FLAP GATE

Mr. Mersmann reported on the status of replacing the District’s larger flap gate with a lighter aluminum flap gate. He stated that Canyon Construction Co., Inc. confirmed the schedule for the delivery of materials for the project for the end of May or early June 2022. He stated that the flap gate is anticipated to be installed within two days after delivery of the materials.

WATER CONSERVATION PROJECT, PHASES II AND III

Director Baerenstecher noted that an invoice for the Water Conservation Project, Phase II was previously approved in the bookkeeper’s report. He stated that there was no update on the status of an anticipated Phase III project.

CONTRACT MATTERS

Director Baerenstecher reported on Lakes of Parkway Homeowners Association (the “HOA”) matters, including the HOA’s engagement of a consultant to evaluate the pump stations for the common area irrigation system and prepare a process and instrumentation diagram of the system. He reported that the HOA received a proposal from BGE for analysis of the lake retainage walls and requested that Mr. Mersmann determine the status of the proposal.

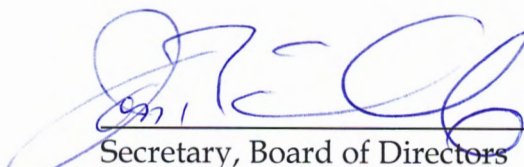
MEETING SCHEDULE

Following discussion, the Board concurred to hold its next regular meeting at 12:00 p.m. on Friday, July 1, 2022, at ABHR’s offices.

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

(SEAL)




Secretary, Board of Directors

LIST OF ATTACHMENTS TO MINUTES

	Minutes
	<u>Page</u>
Tax Assessor/Collector's Report	1
Bookkeeper's Report.....	2
Detention and Drainage Facilities Report	2