

MINUTES
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 355

April 14, 2023

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 14th day of April, 2023, 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
Letha P. Slagle	Assistant Secretary
Christopher J. Mudd	Director

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

Also present for all or part of the meeting were Pam Seghers, resident of the District; Michelle Villegas, General Manager of the Lakes of Parkway Homeowners Association ("LOP HOA"); Luis Cebrian of Champions Hydro-Lawn, Inc. ("CHL"); Patty Rodriguez of Bob Leared Interests, Inc.; Rahi Patel of Municipal Accounts & Consulting, L.P.; Andy Mersmann of BGE, Inc. ("BGE"); and Jessica Holoubek and Justine M. Cherne of ABHR.

PUBLIC COMMENTS

There were no public comments.

APPROVE MINUTES

The Board considered approving the minutes of its March 3, 2023, regular and March 29, 2023, special meetings. Following review and discussion, Director Slagle moved to approve the minutes as written. Director Elmendorf seconded the motion, which passed unanimously.

SWORN STATEMENT, OFFICIAL BOND, AND OATH OF OFFICE

The Board reviewed the Sworn Statement, Official Bond, and Oath of Office for Christopher J. Mudd. Following review and discussion, Director Elmendorf moved to approve the Sworn Statement, Bond, and Oath of Office and direct that the documents be filed in the official records of the District, and that the Oath of Office be filed with the Secretary of State, as required. Director Slagle seconded the motion, which passed unanimously.

REORGANIZE THE BOARD, EXECUTION OF DISTRICT REGISTRATION FORM,
AND UPDATE LIST OF LOCAL GOVERNMENT OFFICERS

The Board considered reorganizing. Following discussion, Director Elmendorf moved to appoint Director Mudd as Assistant Vice President and reappoint the remaining Directors to their current officer positions. Director Baerenstecher seconded the motion, which passed unanimously.

The Board reviewed an updated District Registration Form and a List of Local Government Officers that the District is required to maintain pursuant to Chapter 176 of the Texas Local Government Code.

Following review and discussion, Director Elmendorf moved to (1) authorize filing the updated District Registration Form with the Texas Commission on Environmental Quality and direct that the District Registration Form be retained in the District's official records; and (2) approve and authorize execution of the List of Local Government Officers and direct that the list be retained in the District's official records. Director Baerenstecher seconded the motion, which passed unanimously.

FINANCIAL AND BOOKKEEPING MATTERS

Mr. Patel 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 the interest rates received for the District's investments and the schedule for the District's revenue from the City of Houston. Following discussion, the Board requested that Mr. Patel estimate the District's cash flow position as of August 2023 for Board review. Following review and discussion, Director Elmendorf moved to approve the bookkeeper's report and payment of the invoices. Director Slagle 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 March 31, 2023, 96.2% of the District's 2022 taxes were collected. She reviewed a list of delinquent tax accounts and responded to questions regarding procedures for delinquent account notifications and tax account adjustments. Ms. Rodriguez distributed updated signature cards for the District's bank accounts for execution by the Directors. Following review and discussion, Director Elmendorf moved to approve the tax assessor/collector's report and payment of the invoices as presented. Director Slagle seconded the motion, which passed unanimously.

DETENTION AND DRAINAGE FACILITIES MAINTENANCE

Mr. Cebrian reviewed a Detention and Drainage Facilities Report and reported on maintenance items. A copy of the report is attached. Mr. Cebrian reviewed a photograph of a tree extended across the end of the District's Valedictorian Swale. Following review and discussion, Director Slagle moved to authorize CHL to trim the tree in an amount not to exceed \$1,000.00. Director Elmendorf seconded the motion, which passed unanimously.

Ms. Villegas updated the Board on the overflow pipe draining from a resident's backyard located on Cloud Cliff Lane into the District's swale located near Jade Cove Court. She stated that the residents have recently moved back into their home after renovations and plan to have their contractor investigate the matter.

ENGINEERING MATTERS

Mr. Mersmann reported that the final design meeting for the replacement project for Irrigation Pump Station Nos. 100 and 200 was held. He reviewed a summary of preliminary plans and specifications and an Invitation to Bidders for replacement of Irrigation Pump Station Nos. 100 and 200, including cost estimates for the project and BGE's bid phase and construction phase management. A copy of the engineer's report is attached. Discussion ensued regarding forwarding the final documents to the LOP HOA. Additional discussion ensued regarding LOP HOA's anticipated next steps for implementing replacement of the pump stations.

REQUEST FOR CONTRIBUTION FOR THE PROPOSED CONSTRUCTION OF A TRAIL CONNECTION

The Board reviewed a request for a contribution to assist with funding a proposed trail connection between the Bush/Hershey trail and the Fiorenza/Brays trail. A copy of a map, including additional information regarding the proposed trail and funding received from other entities, is attached. Following review and discussion, the Board concurred to decline the request for a contribution to the project.

CONTRACT MATTERS

Ms. Seghers reviewed proposals from Waterwise Irrigation, Inc. ("Waterwise") for conversion of the drip irrigation system to conventional sprinkler heads for the medians located on (1) Lakeshore Way between Lakes of Parkway and Paige Manor Drive; and (2) Palmetto Point Lane in the amounts of \$8,250.00 and \$8,180.00, respectively. Ms. Seghers next reviewed a proposal from Waterwise for organization of electrical wiring for nine controllers and several junction boxes for the irrigation system in an amount not to exceed \$13,545.00. Copies of the proposals are attached. Ms. Seghers discussed the decreased maintenance costs for conventional sprinkler heads, decreased water use in the District obtained through the conversion of the drip

irrigation systems, and the anticipated decrease in water use after the electrical work is performed. Following review and discussion, Director Slagle moved to approve the three proposals from Waterwise in an amount not to exceed \$31,000.00. Director Elmendorf seconded the motion, which passed unanimously. The Board concurred to consider adopting an amended budget for fiscal year ending September 30, 2023, at the May regular meeting.

Discussion ensued regarding LOP HOA matters related to a malfunctioning electrical meter for a lake sensor. Mr. Patel stated that the District began receiving electricity invoices containing only a base fee for the meter in January 2023. Ms. Villegas stated that the lake sensor system is scheduled to be evaluated by an electrician next week.

Additional discussion ensued regarding maximizing management of the lake levels to achieve water conservation through the proposed development of process and instrumentation diagrams of the lake system for consideration in 2024.

MEETING SCHEDULE

The Board concurred to hold its next regular meeting at 12:00 p.m. on Friday, May 5, 2023, at ABHR's offices.

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

(SEAL)




Secretary, Board of Directors

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