

MINUTES
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 355

May 5, 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 5th day of May, 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	Assistant Vice President

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 and Tammy Meador, residents of the District; Duane Heckmann of the Lakes of Parkway Homeowners Association ("LOP HOA") and a resident of the District; Patty Rodriguez of Bob Leared Interests, Inc.; Luis Cebrian and Eric Scott of Champions Hydro-Lawn, Inc.; Andy Mersmann of BGE, Inc. ("BGE"); Rahi Patel of Municipal Accounts & Consulting, L.P.; and Greer Pagan and Justine M. Cherne of ABHR.

PUBLIC COMMENTS

Mr. Heckmann expressed appreciation, on behalf of LOP HOA, for the assistance provided by the District for LOP HOA projects benefiting the District's residents. He reported on the status of the repair of a brick wall.

APPROVE MINUTES

The Board considered approving the minutes of its April 14, 2023, regular meeting. Following review and discussion, Director Elmendorf moved to approve the minutes as written. 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 April 30, 2023, 96.5% of the District's 2022 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 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 summer conference.

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 reported that a tree extended across the end of the District’s Valedictorian Swale will be trimmed soon. There was no update 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. Following review and discussion, Director Slagle moved to approve the Detention and Drainage Facilities Report. Director Elmendorf seconded the motion, which passed unanimously.

ENGINEERING MATTERS

Mr. Mersmann reported that the documents prepared by BGE for the proposed LOP HOA project to replace Irrigation Pump Station Nos. 100 and 200 have been forwarded to LOP HOA. Ms. Seghers reported that LOP HOA plans to review the documents through the end of the month to determine whether there are any additional comments. Discussion ensued regarding LOP HOA’s anticipated next steps for implementing replacement of the pump stations. Ms. Meador stated that the project is anticipated to begin in 2024.

FINANCIAL AND BOOKKEEPING MATTERS AND ADOPT AMENDED BUDGET FOR FISCAL YEAR END SEPTEMBER 30, 2023

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.

Mr. Patel reviewed a proposed amended budget for fiscal year end September 30, 2023. He then reviewed a Cash Flow Forecast over five years and discussion ensued.

Additional discussion ensued regarding LOP HOA matters related to a malfunctioning electrical meter for a lake sensor and LOP HOA’s monitoring of water use within the District.

Following review and discussion, Director Elmendorf moved to (1) approve the bookkeeper’s report and payment of the invoices, including check no. 5457 for payment of the District’s electricity bill due in June 2023; and (2) adopt the amended budget for

fiscal year end September 30, 2023, as presented. Director Slagle seconded the motion, which passed unanimously.

PROPOSAL FOR PAYROLL ADMINISTRATION

Mr. Patel reviewed a proposal and a Client Services Agreement with HR&P, Inc. for payroll administration services, including direct deposit of director per diems. Following discussion, the Board concurred to table this item.

WATER CONSERVATION PROJECT, PHASE III

Ms. Seghers reported on the status of Waterwise Irrigation, Inc.'s 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; and (3) organization of electrical wiring for nine controllers and several junction boxes for the irrigation system.

CONTRACT MATTERS

The Board concurred to defer this item.

MEETING SCHEDULE

The Board concurred to cancel its meeting scheduled for June 2, 2023, and hold its next regular meeting at 12:00 p.m. on Friday, July 14, 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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