

MINUTES
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 355

February 7, 2025

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 7th day of February, 2025, 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:

Claude A. Zackary	President
Letha P. Slagle	Vice President
Jon Elmendorf	Secretary
Kurt A. Baerenstecher	Assistant Secretary
Christopher J. Mudd	Assistant Vice President

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

Also present for all or part of the meeting were Kurt Albaugh, resident of the District; Maury Dumba of the Lakes of Parkway Homeowners Association ("LOP HOA"); Corrie Aday of Brown & Brown Insurance Services, Inc.; Yaneth Cooper of Municipal Accounts & Consulting, L.P.; Patty Rodriguez of Bob Leared Interests, Inc.; Robert Garcia of Champions Hydro-Lawn, Inc. ("CHL"); Andy Mersmann of BGE, Inc. ("BGE"); and Greer Pagan and Justine M. Cherne of ABHR.

PUBLIC COMMENTS

There were no comments from the public.

APPROVE MINUTES

The Board considered approving the minutes of its January 3, 2025, regular meeting. Following review and discussion, Director Slagle moved to approve the minutes as written. Director Elmendorf seconded the motion, which passed unanimously.

RENEWAL OF INSURANCE POLICIES

Ms. Aday reviewed a renewal proposal for the District's insurance policies for coverage under The Texas Municipal League Intergovernmental Risk Pool in the amount of \$3,935.00 or if including cyber liability coverage, in the amount of \$4,916.00. Ms. Aday responded to Board members' questions regarding the proposed insurance

coverages. Following review and discussion, Director Mudd moved to approve the renewal proposal for the District's insurance policies to include cyber liability coverage in the amount of \$4,916.00. Director Elmendorf 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 January 31, 2025, 90.4% of the District's 2024 taxes were collected. Following review and discussion, Director Slagle moved to approve the tax assessor/collector's report and payment of the invoices as presented. Director Elmendorf seconded the motion, which passed unanimously.

RESOLUTION CONCERNING EXEMPTIONS FROM TAXATION

The Board considered establishing the District's tax exemptions for the 2025 tax year and reviewed a proposed Resolution Concerning Exemptions from Taxation. Following review and discussion, Director Elmendorf moved to adopt a Resolution Concerning Exemptions from Taxation that exempts from ad valorem taxation the amount of \$10,000 of the appraised value of residence homesteads of individuals who are disabled or are sixty-five years of age or older and rejects the general residential homestead exemption. Director Mudd seconded the motion, which passed unanimously.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Cooper 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. Ms. Cooper presented one additional check from the General Operating Fund, no. 6213, for Pay Estimate No. 2 in the amount of \$149,077.50 submitted by Pumps, Motors & Controls, Inc. ("PMC") for the District's Irrigation Pump Station 200 Replacement Project ("PS 200 Project"). Following review and discussion, Director Elmendorf moved to approve the bookkeeper's report, including payment of the invoices and the additional check as presented. Director Mudd seconded the motion, which passed unanimously.

ASSOCIATION OF WATER BOARD DIRECTORS ("AWBD") CONFERENCES

Directors Slagle, Elmendorf, and Zackary discussed topics presented during the AWBD winter conference. Director Slagle recommended adding an item to a future Board meeting agenda to address drainage improvements at Summit Park Drive and Lakeshore Way Court. Director Elmendorf discussed the impact of Harris-Galveston Subsidence District's regulations on water rates and LOP HOA's contract with the City

of Houston for water supply. Director Zackary discussed backup generation. Following discussion, Director Mudd moved to approve reimbursement of eligible expenses and authorize Directors' attendance at the AWBD summer conference. Director Elmendorf seconded the motion, which passed unanimously.

DETENTION AND DRAINAGE FACILITIES MAINTENANCE AND PROPOSALS

Mr. Garcia reviewed a Detention and Drainage Facilities Report and reported on maintenance items. A copy of the report is attached. Following review and discussion, no action was taken by the Board.

ENGINEERING MATTERS

Mr. Mersmann presented and reviewed the engineer's report, a copy of which is attached. Mr. Mersmann reported on project startup and testing for the District's PS 200 Project and reviewed performance and startup checklists. Mr. Mersmann then reviewed and recommended approval of Pay Estimate No. 2 in the amount of \$149,077.50 submitted by PMC for the PS 200 Project which was previously approved in the bookkeeper's report.

Mr. Mersmann reviewed and recommended approval of Change Order No. 1 to the contract with PMC to increase the contract in the amount of \$16,111.00. The Board determined that Change Order No. 1 is beneficial to the District. Discussion ensued regarding remaining punchlist items to be addressed by PMC. Director Elmendorf stated that he will contact PMC to address a current trip hazard.

After review and discussion, Director Mudd moved to approve: (1) Change Order No. 1 in the amount of \$16,111.00 as an increase to the contract with PMC, based upon the Board's finding that the change order is beneficial to the District and Mr. Mersmann's recommendation; and (2) partial payment of the change order to PMC for wet well desilting, intake manhole inspection, and cleaning in the amount of \$6,500.00. Director Elmendorf seconded the motion, which passed unanimously.

Discussion ensued regarding proposed coordination between the District, LOP HOA, and PMC to finalize the PS 200 Project, including BGE's preparation of final electrical As-Built drawings and Mr. Albaugh's request that the District prepare a final accounting for the project. Mr. Mersmann and Director Elmendorf discussed LOP HOA's responsibility for costs included in PS 200 Project change orders for scopes of work outside of the original project's scope of work, including a proposed enclosure for the pump, screening around the base of the skid, and guards around the pump shaft. Mr. Albaugh recommended that the filter from the PS 200 Project be saved for use for the District's proposed Irrigation Pump Station No. 100 Project. He additionally reported on savings attained by LOP HOA for a manhole inspection performed at no cost. Following discussion, the Board directed: (1) Mr. Mersmann to coordinate with

PMC to save the PS 200 Project filter for future use; and (2) Ms. Cooper to prepare the final accounting for the PS 200 Project, as recommended.

Additional discussion ensued regarding proposed coordination between the District, LOP HOA, and PMC to develop a scope of work for the District's proposed Irrigation Pump Station No. 100 Project. Mr. Albaugh recommended including the water well services provider in the coordination efforts for the proposed project. Discussion ensued regarding operations related to the water levels of the District's detention facilities.

WATER CONSERVATION PROJECT, PHASE III

Director Slagle reported that Water Conservation Project, Phase III, continues to be 99% complete. She reported on the status of the remaining item at the island located at Briarbrook Circle. Director Slagle reported that a project closeout meeting is scheduled for February 11, 2025. Mr. Dumba reported that training and data collection for the project remains outstanding.

LOP HOA MATTERS

The Board discussed LOP HOA's proposed repair and replacement sidewalk program. Mr. Mersmann stated that any work performed for the sidewalks needs to comply with the Americans with Disabilities Act.

Mr. Dumba gave a presentation regarding the scope and findings of LOP HOA's Sidewalk Pilot Project. A copy of the presentation is attached. Mr. Dumba reported that five contractors were solicited to provide an estimate for LOP HOA's proposed repair and replacement sidewalk program. He stated that the total estimated cost for the program was \$280,000.00. Discussion ensued regarding the proposed scope of the program. Following review and discussion, Director Mudd moved to amend the District's Amended and Restated Agreement for Sharing Costs of Maintaining Recreational Facilities to include the District's contribution to LOP HOA toward the maintenance of the sidewalks around the District's detention facilities in equal monthly installments of \$33,000.00 for seven months beginning in March 2025. Director Elmendorf seconded the motion, which passed unanimously.

Mr. Dumba reviewed LOP HOA's 2024 Financial Results and 2025 Final Budget, and an updated list of proposed LOP HOA projects. Discussion ensued.

ADOPTION OF COVERED APPLICATIONS POLICY

Mr. Pagan discussed legislation enacted by the Texas Legislature that requires all governmental entities to adopt a policy prohibiting the use of certain social media applications and services on government-owned or leased devices. He stated that a model policy was developed by the Texas Departments of Public Safety and

Information Resources for use by governmental entities. Mr. Pagan reviewed the proposed Covered Applications Policy with the Board. After review and discussion, Director Slagle moved to adopt a Resolution Adopting Covered Applications Policy and direct that the resolution be filed appropriately and retained in the Authority's official records. Director Elmendorf seconded the motion, which passed unanimously.

MEETING SCHEDULE

The Board concurred to hold its next regular meeting on March 7, 2025.

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


Secretary, Board of Directors

(SEAL)



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