

MINUTES  
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 355

May 2, 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 2<sup>nd</sup> day of May, 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, thus constituting a quorum.

Also present for all or part of the meeting were Jim Loughead, Kurt Albaugh, and James Redmond of the Lakes of Parkway Homeowners Association ("LOP HOA"); Calvin Steele, Jyotika Chand, and Maury Dumba of LOP HOA via teleconference; Andy Mersmann of BGE, Inc. ("BGE"); Kyle Cortez of Municipal Accounts & Consulting, L.P.; Patty Rodriguez of Bob Leared Interests, Inc.; Kim Cosco and Jeremy Canton of Champions Hydro-Lawn, Inc. ("CHL"); 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 April 11, 2025, regular meeting. Following review and discussion, Director Mudd moved to approve the minutes as written. 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 April 30, 2025, 96.8% of the District's 2024 taxes were collected. Discussion ensued regarding the

anticipated passage of an increased homestead exemption by the Texas Legislature and whether the District needs to communicate with its taxpayers regarding the District's lack of a homestead exemption. Following review and discussion, Director Elmendorf moved to approve the tax assessor/collector's report and payment of the invoices as presented. Director Baerenstecher seconded the motion, which passed unanimously.

#### FINANCIAL AND BOOKKEEPING MATTERS

Mr. Cortez 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.

Director Elmendorf reported on his coordination with CenterPoint Energy and review of the District's electricity invoices. He reported that there are currently 366 streetlights within the District and their monthly electricity cost is approximately half of the total of the District's monthly electricity cost of \$10,000.00. He stated that the electricity for the irrigation and lake pumps is charged at a premium due to their burden on the electricity grid. Director Elmendorf reported that LOP HOA plans to install 16 new streetlights in the District. He estimated that the cost for the electricity for the additional streetlights would be approximately \$450.00 per year. Following discussion, the Board concurred to add the 16 streetlights to its electricity contract after LOP HOA pays for the installation of the streetlights and they are operational.

Discussion ensued regarding the District's outstanding debt and planned transfer of General Operating Funds to pay debt service in the amount of \$100,000.00. Additional discussion ensued regarding the District's budget, including anticipated future expenses. Director Baerenstecher requested that the bookkeeper perform an audit of the District's General Operating Fund and planned expenditures to determine the actual amount of available funds in the account.

Following additional review and discussion, Director Elmendorf moved to approve the bookkeeper's report as presented. Director Mudd seconded the motion, which passed unanimously.

#### CLIENT SERVICES AGREEMENT WITH HR&P COMPANY

Mr. Cortez reviewed a Client Services Agreement with HR&P Company for payroll administration services. Following review and discussion, the Board concurred to decline entering into the agreement.

#### DETENTION AND DRAINAGE FACILITIES MAINTENANCE AND PROPOSALS

Mr. Cosco thanked the Board for the opportunity to provide services for the District. He introduced Mr. Canton as CHL's new account manager for the District.

Mr. Canton reviewed a Detention and Drainage Facilities Report and reported on maintenance items. A copy of the report is attached. The Board discussed adding rebar to cover a gap at the bottom portion of a wall at Briarlee Drive. Following discussion, Director Mudd moved to authorize CHL to install the rebar that matches primed and painted rebar previously installed at another location in an amount not to exceed \$5,000.00. Director Slagle seconded the motion, which passed unanimously.

### ENGINEERING MATTERS

Mr. Mersmann reviewed the engineer's report, a copy of which is attached. Mr. Mersmann reviewed a revised quote from Pumps, Motors & Controls, Inc. ("PMC") for construction of the District's Irrigation Pump Station No. 100 Project in the amount of \$292,000.00, per Board action at the April 11, 2025, meeting. He reported that the construction contract is being circulated for signature and reviewed the preliminary schedule for the project. Director Elmendorf requested that the elevated cable trays be evaluated by PMC to determine whether the trays are a tripping hazard. He additionally requested that PMC confirm whether stainless steel valves in place of carbon steel valves or a protective coating are included in the scope of work.

Mr. Mersmann presented a proposal from BGE for miscellaneous map updates related to the District's recently completed projects in an amount not to exceed \$5,900.00. A copy of the proposal is attached. Following review and discussion, Director Elmendorf moved to approve BGE's proposal as presented. Director Mudd seconded the motion, which passed unanimously.

### WATER CONSERVATION PROJECT, PHASE III

Director Slagle gave a summary report regarding the District's Water Conservation Project, Phase III. Director Slagle responded to inquiries regarding the irrigation system facilities improvements. The Board thanked Director Slagle for her management of the project. Following discussion, Director Slagle moved to transfer the completed project to LOP HOA. Director Baerenstecher seconded the motion, which passed unanimously. A copy of the signed acceptance document for the irrigation system facilities is attached.

### LOP HOA MATTERS

The Board discussed LOP HOA's proposed list of additional area projects for District participation. The list of additional projects is included in the Water Usage & Projects document distributed by LOP HOA.

Mr. Redmond gave a presentation and responded to inquiries regarding LOP HOA's proposed project to install additional lighting within the District along the District's swales and other areas for safety, including a scheduled pilot project and estimated costs. Mr. Redmond requested permission to install lights for the pilot

project on the District's swales. Discussion ensued. Following review and discussion, the Board concurred to decline to participate in LOP HOA's proposed lighting project. The Board concurred with approving LOP HOA's proposed installation of lights along the District's swales for the pilot project, subject to approval of the locations by BGE and CHL prior to installation.

Discussion ensued. Following discussion, the Board had no objections to the future evaluation of the District's proposed participation in the first five projects included on the list of additional projects, subject to determining the District's available amount of General Operating Funds.

#### MEETING SCHEDULE

The Board concurred to hold its next regular meeting on June 6, 2025.

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

(SEAL)



  
Secretary, Board of Directors

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