

MINUTES
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 500
(Internal)

April 3, 2019

The Board of Directors (the "Board") of Harris County Municipal Utility District No. 500 (the "District") met in regular session, open to the public, on the 3rd day of April, 2019, at the offices of Allen Boone Humphries Robinson LLP, 3200 Southwest Freeway, Houston, Texas, outside the boundaries of the District, and the roll was called of the members of the Board:

Joanne E. Quintero	President
Jeffrey D. Ottmann	Vice President
Saundra Dahlke	Secretary
Gerald P. Mathers	Assistant Secretary
Marilyn Roberts	Assistant Vice President

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

Also present at the meeting were Travis Singleton of the Towne Lake Community Association, Inc.; Rose Montalbano of F. Matuska, Inc.; Michael Ammel and Amanda Benzman of Environmental Development Partners, LLC ("EDP"); J.T. Gaden and Truman Edminster of Edminster Hinshaw Russ and Associates, Inc. ("EHRA"); Brenda McLaughlin of Bob Leared Interests; and Alia Vinson, Katie Carner, and Jennifer Ramirez of Allen Boone Humphries Robinson LLP ("ABHR").

PUBLIC COMMENTS

There were no comments from the public.

APPROVE MINUTES

The Board reviewed the minutes of the March 6, 2019, regular meeting. After review and discussion, Director Ottmann moved to approve the minutes as submitted. The motion was seconded by Director Dahlke and passed by unanimous vote.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Montalbano presented the bookkeeper's report and submitted the bills for the Board's review. A copy of the bookkeeper's report is attached.

After review and discussion, Director Ottmann moved to approve the bookkeeper's report and the payments presented. Director Roberts seconded the motion, which passed unanimously.

AUTHORIZE ATTENDANCE AT ASSOCIATION OF WATER BOARD DIRECTORS
("AWBD") SPRING SEMINAR

The Board considered authorizing attendance at the AWBD spring seminar. After review and discussion, Director Ottmann moved to authorize attendance of Board members at the AWBD spring seminar. The motion was seconded by Director Dahlke and carried by unanimous vote.

TAX ASSESSMENT AND COLLECTION MATTERS

Ms. McLaughlin presented the monthly tax assessor/collector's report, a copy of which is attached. She also reviewed the District's delinquent tax roll, a copy of which is attached. Following review and discussion, Director Ottmann moved to approve the tax report. Director Roberts seconded the motion, which carried unanimously.

SECURITY MATTERS

Ms. Carner stated the March security report was distributed via email to the Board.

WEBSITE MATTERS

The Board discussed content on the District's website.

REPORT FROM WATER CONSERVATION COALITION ("WCC")

Director Ottmann reported on activities related to the WCC. He reviewed a handout with information regarding the WCC, a copy of which is attached, and stated that the WCC anticipates meeting every other month.

OPERATION OF DISTRICT FACILITIES

Mr. Ammel presented the operator's report from EDP, a copy of which is attached.

Mr. Ammel reported on the results of the annual commercial meter testing conducted on February 15, 2019, noting repairs are needed to three meters.

Mr. Ammel reviewed a utility bill insert regarding upcoming fire hydrant flow testing beginning on May 28, 2019.

After review and discussion, Director Roberts moved to approve the operator's report. Director Ottmann seconded the motion, which passed unanimously.

CONDUCT HEARING ON TERMINATION OF WATER AND SEWER SERVICE

There were no accounts submitted for termination.

CONDUCT ANNUAL REVIEW AND RECEIVE REPORT FROM OPERATOR ON IDENTITY THEFT PREVENTION PROGRAM

Mr. Ammel reported that the District is required to review the District's Identity Theft Prevention Program annually and reviewed the annual report prepared by EDP, a copy of which is attached to the operator's report. He stated that no amendments are recommended at this time.

REVIEW WATER CONSERVATION PLAN; APPROVE ANNUAL REPORT AND WATER CONSERVATION IMPLEMENTATION REPORT; ADOPT ORDER ADOPTING AMENDED AND RESTATED WATER CONSERVATION PLAN

The Board reviewed an Amended and Restated Water Conservation Plan. After review and discussion, Director Ottmann moved to adopt an Order Adopting Amended and Restated Water Conservation Plan and direct that the Order be filed appropriately and retained in the District's official records. Director Dahlke seconded the motion, which passed by unanimous vote.

Mr. Ammel reviewed the Water Conservation Plan annual report and 5-year implementation report with the Board. After review and discussion, Director Ottmann moved to approve the annual report and 5-year implementation report on the Water Conservation Plan, and direct that the reports be filed appropriately and retained in the District's official records. Director Dahlke seconded the motion, which passed by unanimous vote.

REVIEW DROUGHT CONTINGENCY PLAN AND ORDER ADOPTING AMENDED AND RESTATED DROUGHT CONTINGENCY PLAN

The Board reviewed an Amended and Restated Drought Contingency Plan. After review and discussion, Director Dahlke moved to adopt an Order Adopting Amended and Restated Drought Contingency Plan; Providing for Implementation and Enforcement Thereof; Providing Penalties for Violations; and Containing Other Provisions Related to the Subject and direct that the Order be filed appropriately and retained in the District's official records. Director Roberts seconded the motion, which passed by unanimous vote.

ENGINEERING MATTERS

Mr. Gaden presented an engineer's report from EHRA, a copy of which is attached, and reviewed it with the Board.

APPROVE SUBMERGED STORM SEWER AGREEMENTS

There was no discussion on this matter.

REQUESTS FOR CAPACITY RESERVATION TO HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 500 (MASTER), REQUEST FOR UTILITY COMMITMENTS, AND ANNEXATION REQUEST, INCLUDING UPDATE ON PETITION FOR ADDITION OF CERTAIN LAND AND PETITION FOR CITY CONSENT TO ANNEX LAND

Ms. Vinson updated the Board on the status of the pending annexation of the approximately 12-acre tract of land adjacent to the District.

CONVEYANCE OF EASEMENT/DEEDS; APPROVE ENCROACHMENT AGREEMENTS; APPROVE ABANDONMENT OF EASEMENTS

There was no discussion on this matter.

WEST HARRIS COUNTY REGIONAL WATER AUTHORITY MATTERS

There was no discussion on this matter.

REPORT REGARDING DEVELOPMENT IN THE DISTRICT

There was no discussion on this matter.

REPORT FROM DISTRICT CONSULTANTS REGARDING DISTRICT CORRESPONDENCE AND PROVISION OF RECORDS

There was no discussion on this agenda item.

DISCUSS MEETING SCHEDULE AND ELECTRONIC REPORT DISTRIBUTION OPTIONS, INCLUDING ADOPT RESOLUTION ESTABLISHING IN-DISTRICT MEETING PLACE AND ADDITIONAL OUT-OF-DISTRICT MEETING PLACE

The Board discussed potential meeting places in and near Towne Lake for future Board meetings. After discussion, the Board deferred action on the Resolution Establishing In-District Meeting Place and Additional Out-of-District Meeting Place.

The Board discussed electronic report distribution options and reviewed a proposal from ABHR in the amount of \$500 for setup and \$25 for monthly maintenance of a SharePoint site, a copy of which is attached. After review and discussion, Director Ottmann moved to approve the proposal from ABHR in the amount of \$500 for setup and \$25 for monthly maintenance of a SharePoint site. Director Dahlke seconded the motion, which passed by unanimous vote.

OPERATION OF DISTRICT FACILITIES (CONT'D)

Mr. Ammel inquired whether the Board would like to continue to provide hard copies of the District's Consumer Confidence Report ("CCR") as a utility bill insert or if the Board would like to electronically disseminate the CCR. After discussion, the Board concurred to continue to mail hard copies of the CCR to the District's customers.

CONVENE IN EXECUTIVE SESSION PURSUANT TO SECTION 551.076, TEXAS GOVERNMENT CODE, TO DELIBERATE THE DEPLOYMENT, OR SPECIFIC OCCASIONS FOR IMPLEMENTATION OF SECURITY PERSONNEL OR DEVICES, OR A SECURITY AUDIT

The Board did not convene in Executive Session.

There being no further business to come before the Board, the Board concurred to adjourn the meeting.

(SEAL)




Secretary, Board of Directors

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