

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

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. ("HOA"); 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 ("BLI"); and Alia Vinson, Katie Carner, and Jennifer Ramirez of Allen Boone Humphries Robinson LLP ("ABHR").

PUBLIC COMMENTS

Mr. Singleton inquired on the status of the bulkhead repair on Greenhouse Road and regarding residents who installed cleats to the tie-back walls. Mr. Gaden stated that EHRA is still investigating and will have more information at the next Board meeting.

Mr. Singleton requested an update on his request for the District to install a water spigot on the Towne Lake boat ramp. Ms. Carner stated that any such spigot would likely be an HOA facility, and recommended the HOA coordinate with the District's operator regarding same.

Mr. Singleton updated the Board on the status of the installation of fish habitat structures in the locations previously approved by the Board.

Mr. Singleton requested that the District install additional depth meters under the bridges in the regional detention facilities. After discussion, the Board requested

EHRA investigate the request and bring options for the Board's review at the next regular meeting.

Mr. Singleton inquired about the status of the lake 1G dredging project. Ms. Vinson stated the lake dredging project would be discussed under agenda item no. 10.a.

#### APPROVE MINUTES

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

#### OPERATION OF DISTRICT FACILITIES

Mr. Ammel presented the operator's report, a copy of which is attached. He reported on routine maintenance and repair items in the Service Area.

Mr. Ammel stated that EDP received one bid for the fence rehabilitation at the wastewater treatment plant ("WWTP") that came in higher than expected. He stated EDP is working to solicit additional bids.

After review and discussion, Director Ottmann moved to approve the operator's report. Director Mathers seconded the motion, which passed by unanimous vote.

#### DISCUSS LAKE MANAGEMENT AND MAINTENANCE

##### WILDLIFE MANAGEMENT, INCLUDING REPORT AND PROPOSALS FROM A ALL ANIMAL CONTROL

Ms. Carner updated the Board on the status of wildlife management in the District, including alligator monitoring and Egyptian geese removal. Director Ottmann reported that A All Animal Control removed a beaver from the regional detention facilities on March 16, 2019.

EROSION, DREDGING, AND WATER QUALITY

The Board deferred discussion on this matter.

DISCUSS AMENDMENT TO MAINTENANCE AGREEMENT WITH HOA,  
AND LAKE ACCESS AND RULES

Ms. Vinson stated that the District has not yet received a draft amendment to the Maintenance Agreement between the District and the HOA from the HOA.

ENGINEERING MATTERS, INCLUDING ALTERNATE WATER SUPPLY SOURCES

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

Mr. Gaden noted the phone number residents can call to report potential Storm Water Pollution Prevention Plan ("SWPPP") violations to Harris County, the enforcement agency for SWPPPs in Harris County.

Mr. Gaden reviewed options for odor remediation at the WWTP. After discussion, the Board requested EHRA to bring a cost estimate for installation of trees at the WWTP and exhibit of the WWTP site to the next meeting.

PRELIMINARY PLANNING FOR GRADE SEPARATION AT UNION PACIFIC  
RAILROAD AND INTERSECTION IMPROVEMENTS AT HIGHWAY 290  
("UPRR/HIGHWAY 290 PROJECT"), INCLUDING UPDATE ON HOUSTON-  
GALVESTON AREA COUNCIL ("H-GAC") TRANSPORTATION IMPROVEMENT  
PROGRAM ("TIP") APPLICATION

Mr. Edminster updated the Board on efforts to obtain additional sources of funding for the UPRR/Highway 290 Project. He reported that the H-GAC Transportation Policy Council approved the addition of the UPRR/Highway 290 project to the list of projects recommended for funding through the TIP. The Board discussed sending correspondence to the entities and individuals who wrote letters of support for the project thanking them for their assistance. After review and discussion, Director Ottmann moved to authorize Director Quintero to execute such correspondence on behalf of the Board. Director Dahlke seconded the motion, which passed by unanimous vote.

REPORT ON STORMWATER FACILITIES MAINTENANCE AND REPAIRS, AND APPROVE SUBMERGED STORM SEWER AGREEMENTS AND MAINTENANCE AGREEMENTS

The Board reviewed a report from Storm Water Solutions, LLC ("SWS"), a copy of which is attached, and discussion ensued. The Board requested SWS provide a summary of their report for the next regular meeting.

APPROVE PLANS AND SPECIFICATIONS AND AUTHORIZE ADVERTISEMENT FOR BIDS

The Board deferred approval of plans and specifications and authorizing advertisement for bids for the following construction projects: (1) detention 1L, Phase 2; and (2) detention 1K, Phase 2.

REVIEW BIDS AND AWARD CONTRACT FOR REPAIR OF TIE-BACK WALLS

The Board deferred award of contract for repair of tie-back walls.

REVIEW BIDS AND AWARD CONTRACT FOR TWO LEFT TURN LANES AT INTERSECTION OF BARKER CYPRESS AND TUCKERTON

Mr. Gaden stated that the District received five bids for the two left turn lanes at the intersection of Barker Cypress Road and Tuckerton Road project. He recommended that the Board award the contract to the low bidder, WadeCon, LLC ("WadeCon"), in the amount of \$141,466.00. The Board concurred that, in its judgment, WadeCon was a responsible bidder who would be the most advantageous to the District and would result in the best and most economical completion of the District's facilities. Following review and discussion, Director Ottmann moved to award the contract for construction of the two left turn lanes at the intersection of Barker Cypress Road and Tuckerton Road project to WadeCon in the amount of \$141,466.00, based on the engineer's recommendation and subject to approval of the payment and performance bonds and review of the certificate of insurance and endorsements, if any, provided by the contractor. Director Dahlke seconded the motion, which passed by unanimous vote.

REVIEW BIDS AND AWARD CONTRACT FOR WASTEWATER TREATMENT PLANT HEADWORKS IMPROVEMENT PROJECT

The Board deferred award of contract for wastewater treatment plant headworks improvement project, pending receipt of bids.

APPROVE PAY ESTIMATES AND CHANGE ORDERS FOR DREDGING OF RESERVOIRS (PHASE ONE)

Mr. Gaden updated the Board on the status of dredging of reservoirs (phase one). He stated that EHRA is reviewing the post-dredging survey to determine the status of the project and will meet with the contractor tomorrow to discuss the survey results. Discussion ensued regarding the potential timeline for residents to reinstall their boat lifts and to return their boats and other authorized improvements. After review and discussion, Director Ottmann moved to authorize the Board President to coordinate with EHRA to determine when to reopen lake 1G and to permit residents to return their boats, boat lifts, and other authorized improvements. Director Dahlke seconded the motion, which passed by unanimous vote.

The Board also reviewed correspondence from residents regarding the lake dredging project, copies of which are attached.

APPROVE PAY ESTIMATES AND CHANGE ORDERS FOR WATER PLANT NO. 2

Mr. Gaden updated the Board on the status of construction of water plant no. 2. He stated that he had no pay estimates from W.W. Payton Corporation for the Board's approval.

APPROVE PAY ESTIMATES AND CHANGE ORDERS FOR DETENTION 1J, PHASE 2

Mr. Gaden updated the Board on the status of construction of the detention 1J, Phase 2 project, including the installation of inlets on Mound Road. He reviewed and recommended approval of Pay Estimate Nos. 6 and 7 in the amounts of \$449,296.20 and \$233,887.50, respectively, submitted by R&T Ellis Excavating, Inc. After review and discussion, and based on the engineer's recommendation, Director Ottmann moved to approve Pay Estimate Nos. 6 and 7 in the amounts of \$449,296.20 and \$233,887.50, respectively. Director Dahlke seconded the motion, which passed by unanimous vote.

APPROVE PAY ESTIMATES AND CHANGE ORDERS FOR TOWNE LAKE PARKWAY, SEGMENT ONE (FROM GREENHOUSE ROAD TO CYPRESS NORTH HOUSTON)

Mr. Gaden updated the Board on the status of Towne Lake Parkway, Segment One (from Greenhouse Road to Cypress North Houston). He stated that he had no pay estimates from Hassell Construction Company, Inc. for the Board's approval.

REPAIRS TO 24-INCH SANITARY SEWER LINE NEAR TOWNE LAKE PARKWAY AND TUCKERTON ROAD

The Board deferred discussion on this matter to executive session.

APPROVE CAPACITY RESERVATIONS AND UTILITY COMMITMENT LETTERS

There was no discussion on this matter.

UPDATE ON BOND APPLICATION AND SURPLUS FUNDS APPLICATION, INCLUDING UPDATE ON ROAD BOND ISSUE

Mr. Gaden updated the Board on the status of bond application no. 9, the surplus funds application and the proposed road bond issue.

CONVEYANCE OF EASEMENTS/DEEDS; ABANDONMENT OF EASEMENT

The Board considered approving a proposal in the amount of \$2,600 from Berg Oliver Associates, Inc. ("Berg Oliver") for a Phase I Environmental Site Assessment for a 2.235-acre tract within Detention 1L to be conveyed to the District. After discussion, Director Dahlke moved to approve the proposal from Berg Oliver in the amount of \$2,600. Director Roberts seconded the motion, which carried unanimously.

WEST HARRIS COUNTY REGIONAL WATER AUTHORITY ("WHCRWA") MATTERS

There was no discussion on this matter.

APPROVE FOURTH AMENDMENT TO CONTRACT FOR FINANCING, OPERATION, AND MAINTENANCE OF REGIONAL FACILITIES WITH PARTICIPANT DISTRICTS

Ms. Vinson stated that all the Participant districts have approved Fourth Amendment to Contract for Financing, Operation, and Maintenance of Regional Facilities. After discussion, the Board concurred to defer approval of the Fourth Amendment to Contract for Financing, Operation, and Maintenance of Regional Facilities.

LANDSCAPE ARCHITECT'S REPORT, INCLUDING UPDATE ON PARK SIGNAGE

The Board reviewed the landscape architect's report prepared by KGA DeForest Design, LLC ("KGA"), a copy of which is attached.

Director Ottmann reported that the park signs have been installed in River Bend Park. He commended KGA's performance on River Bend Park.

APPROVE PLANS AND SPECIFICATIONS AND AUTHORIZE ADVERTISEMENT FOR BIDS FOR GREENHOUSE ROAD, SEGMENT SIX

The Board deferred approval of plans and specifications and authorizing advertisement for bids for Greenhouse Road, Segment Six.

TRAILS, TREES, AND SIDEWALKS

There was no discussion on this matter.

APPROVE PAY ESTIMATES AND CHANGE ORDERS FOR CYPRESS NORTH HOUSTON ROAD, SEGMENT THREE LANDSCAPE IMPROVEMENTS

The Board reviewed the status of the Cypress North Houston Road, Segment Three landscape improvements. Ms. Carner stated the landscape architect's report provides that KGA recommends approval of Pay Estimate Nos. 7 and 8 and Final in the amounts of \$7,740.00 and \$62,290.67, respectively submitted by Classic Irrigation & Landscape, LLC. She stated KGA also recommends the Board accept the project.

After review and discussion, Director Ottmann moved to approve Pay Estimate Nos. 7 and 8 and Final in the amounts of \$7,740.00 and \$62,290.67, respectively, and final acceptance of the project, as recommended by the landscape architect. Director Roberts seconded the motion, which passed by unanimous vote.

The Board reviewed correspondence regarding landscape removal along Cypress North Houston Road, a copy of which is attached. The Board requested EHRA contact Harris County for additional information.

APPROVE PAY ESTIMATES AND CHANGE ORDERS FOR GREENHOUSE ROAD, SEGMENT FIVE HARDSCAPE IMPROVEMENTS

The Board reviewed the status of Greenhouse Road, Segment Five hardscape improvements. Ms. Carner stated the landscape architect's report provides that KGA had no pay estimates from Texas Wall & Landscapes, LLC for the Board's approval.

APPROVE PAY ESTIMATES AND CHANGE ORDERS FOR GREENHOUSE ROAD, SEGMENT FIVE LANDSCAPE IMPROVEMENTS

The Board reviewed the status of Greenhouse Road, Segment Five landscape improvements. Ms. Carner stated the landscape architect's report provides that KGA had no pay estimates from Classic Irrigation & Landscape, LLC for the Board's approval.

REPORT REGARDING DEVELOPMENT IN THE DISTRICT

There was no discussion on this matter.

REPORTS FROM DISTRICT CONSULTANTS REGARDING DISTRICT  
CORRESPONDENCE AND PROVISION OF RECORDS

There was no discussion on this matter.

CONVENE IN EXECUTIVE SESSION CONDUCT A PRIVATE CONSULTATION  
WITH ATTORNEY TO DISCUSS PENDING OR CONTEMPLATED LITIGATION, OR  
A SETTLEMENT OFFER, PURSUANT TO SECTION 551.071, TEXAS GOVERNMENT  
CODE

The Board convened in Executive Session at 1:29 p.m. pursuant to Section 551.071 of the Texas Government Code to conduct a private consultation with their attorney to discuss pending or contemplated litigation or a settlement offer. Ms. Vinson, Ms. Carner, and Ms. Ramirez were also present.

RECONVENE IN OPEN SESSION AND AUTHORIZE APPROPRIATE ACTION

The Board reconvened in Open Session at 1:39 p.m. No action was taken by the Board.

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

(SEAL)



  
Secretary, Board of Directors



LIST OF ATTACHMENTS TO MINUTES

	Minutes
	<u>Page</u>
Bookkeeper's report.....	2
Operator's report .....	2
Engineer's report.....	3
Report from Storm Water Solutions, LLC.....	4
Correspondence from residents regarding the lake dredging project.....	5
Landscape architect's report .....	6
Correspondence regarding landscape removal .....	7