

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

May 1, 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 1st day of May, 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
Sandra Dahlke	Secretary
Gerald P. Mathers	Assistant Secretary
Marilyn Roberts	Assistant Vice President

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

Also present at the meeting were Greg East of Perdue, Brandon, Fielder, Collins & Mott, LLP ("Perdue"); 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; Peter Barnhart of Caldwell Companies; Matt Dustin of RBC Capital Markets; 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 April 3, 2019, regular meeting. After review and discussion, Director Ottmann moved to approve the minutes as submitted. The motion was seconded by Director Mathers 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.

#### TRAVEL REIMBURSEMENT GUIDELINES AND DIRECTOR EXPENSES FOR THE ASSOCIATION OF WATER BOARD DIRECTORS ("AWBD") SUMMER CONFERENCE

Ms. Carner discussed the District's Travel Reimbursement Guidelines in connection with the upcoming AWBD summer conference in Fort Worth. After review and discussion, Director Ottmann moved to authorize payment of up to four per diems, reimbursement of hotel expenses for a maximum of three nights, and reimbursement for reasonable and necessary meals for Board members attending the AWBD summer conference, all to be submitted in accordance with the Travel Reimbursement Guidelines. Director Roberts seconded the motion, which passed unanimously.

#### 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.

Mr. East reviewed the report from Perdue regarding the status of the District's delinquent tax accounts, a copy of which is attached. He discussed the status of the Jaxton's Bistro account, noting that the account filed for bankruptcy and the property was sold by the bank. Mr. East stated that the proceeds will be distributed amongst the taxing entities toward the delinquent tax bills for each entity. Discussion ensued regarding the status of the additional delinquent tax accounts.

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 April report is not yet available and stated ABHR will distribute the report when it is available.

#### WEBSITE MATTERS

The Board discussed content on the District's website.

## REPORT FROM WATER CONSERVATION COALITION ("WCC")

Director Ottmann stated that the WCC will meet on May 13, 2019, at 6:30 pm. The Board discussed possibly installing an evapotranspiration monitoring station in partnership with the Harris-Galveston Subsidence District and Texas A&M University.

## OPERATION OF DISTRICT FACILITIES

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

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

## CONDUCT HEARING ON TERMINATION OF WATER AND SEWER SERVICE

Mr. Ammel submitted a list of delinquent accounts to the Board for termination of utility service. He stated that the accounts in question have been given written notification of the opportunity to appear, either in person or in writing, at the Board meeting to contest, explain, or correct the charges, services, or disconnection. Mr. Ammel noted that the accounts listed have neither attended the Board meeting nor contacted his office or the District to contest or explain the charges. After discussion, Director Ottmann moved that the District's operator be authorized to proceed with termination of utility service to the delinquent accounts pursuant to the provisions of the District's Rate Order. The motion was seconded by Director Dahlke and carried unanimously.

## APPROVE CONSUMER CONFIDENCE REPORT

Mr. Ammel reviewed the District's Consumer Confidence Report ("CCR") for 2018. The Board considered approving the District's CCR, subject to final review and comments. After discussion, Director Ottmann moved that the Board approve the CCR, subject to final review, and authorize EDP to mail the CCR to the District's customers and certify the filing with the Texas Commission on Environmental Quality. The motion was seconded by Director Dahlke and carried 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 11.78-acre tract of land adjacent to the District. Mr. Gaden reported that the District received a letter from the West Harris County Regional Water Authority ("WHCRWA") regarding the proposed annexation, a copy of which is attached.

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

There was no discussion on this matter.

WHCRWA 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, INCLUDING ADOPT RESOLUTION ESTABLISHING IN-DISTRICT MEETING PLACE AND ADDITIONAL OUT-OF-DISTRICT MEETING PLACE

The Board discussed changing the District's regular meeting location and time. The Board also discussed potential meeting places in and near Towne Lake for future Board meetings. The Board considered adding the Heritage Lodge and the Towne Lake Clubhouse as additional out-of-district meeting places and adding the offices of Caldwell Companies in the Boardwalk as an in-District meeting place.

After review and discussion, Director Dahlke moved to (1) adopt the Resolution Establishing In-District Meeting Place and Additional Out-of-District Meeting Places and direct that the Resolution be filed appropriately and retained in the District's official records; and (2) change the District's regular meeting time and location to the first Wednesday at noon at the Towne Lake Lakehouse located at 10000 Towne Lake Parkway. Director Ottmann seconded the motion, which passed unanimously.

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.

The Board suspended the meeting at 11:44 a.m.

The Board reconvened the meeting at 11:55 a.m.

DISCUSS MEETING SCHEDULE (CONT'D)

The Board discussed catering options for future meetings in Towne Lake. After discussion, the Board concurred to continue to provide meals for future meetings.

REPORT REGARDING DEVELOPMENT IN THE DISTRICT (CONT'D)

Mr. Barnhart updated the Board on the status of the pending annexation of the approximately 11.78-acre tract and discussed construction of the utility extensions to serve the tract. Discussion ensued regarding the timeline of construction.

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  
Page

Bookkeeper's report.....	1
Tax assessor/collector's report .....	2
Report from Perdue, Brandon, Fielder, Collins & Mott L.L.P.....	2
Operator's report.....	3
Engineer's report.....	3
Letter from the West Harris County Regional Water Authority .....	4