

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

February 14, 2023

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 14th day of February, 2023, at the Lakehouse, 10000 Towne Lake Parkway, Cypress, Texas, outside the boundaries of the District but inside the boundaries of the Service Area, and the roll was called of the members of the Board:

Jeffry D. Ottmann	President
Joanne E. Quintero	Vice President
Jeff P. Collins	Secretary
James Spackman	Assistant Secretary
Alan Steinberg	Asst. Vice President/ Asst. Secretary

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

Also present at the meeting were Ashley Simper of Triton Consulting Group; Athena Hendrickson of the Towne Lake Community Association, Inc. ("HOA"); Becky Ullman and Michael Crahan of Caldwell Companies; JC Reno of Storm Water Solutions, LLC ("SWS"); Eric Steinman of KGA/DeForest Design, LLC ("KGA"); Lynn Kurtz of Myrtle Cruz, Inc.; Leslie Cook of RBC Capital Markets; Amanda Benzman of Environmental Development Partners, LLC ("EDP"); J.T. Gaden and Robert Atkinson of EHRA Engineering ("EHRA"); and 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 January 10, 2023, regular meeting. After review and discussion, Director Quintero moved to approve the minutes of the January 10, 2023, regular meeting, as presented. Director Collins seconded the motion, which passed unanimously.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Kurtz reviewed the bookkeeper's report, a copy of which is attached, and submitted the bills for the Board's review.

Ms. Kurtz reviewed a revised draft budget for the Master District's fiscal year ending March 31, 2024, a copy of which is attached to the bookkeeper's report. Discussion ensued regarding the budget workshop held with representatives from the Participant districts and revisions to the draft budget recommended as a result of the workshop.

After review and discussion, Director Collins moved to: (1) approve the bookkeeper's report and the payments presented; and (2) adopt the Master District budget for the fiscal year ending March 31, 2024, as presented. Director Spackman seconded the motion. which passed unanimously.

The Board reviewed the interim arbitrage rebate report for the District's \$11,875,000 Contract Revenue Bonds (Water, Sewer, and Drainage Facilities), Series 2017, noting that there were no payments owed to the Internal Revenue Service.

#### ADOPT RESOLUTION EXPRESSING INTENT TO REIMBURSE

There was no discussion on this agenda item.

#### OPERATION OF DISTRICT FACILITIES

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

Ms. Benzman reviewed updated draft handouts as part of the proposed resident education plan regarding disposable wipes and rags.

Ms. Benzman stated that after reviewing various options for odor control systems for wastewater treatment plant no. 1, EDP is recommending the SuperAll odor control system. She reviewed information on the SuperAll system, a copy of which is attached. Ms. Benzman stated that the installation of the SuperAll system costs \$4,000 and the monthly operation cost is approximately \$5,000 per month.

Ms. Benzman requested the Board authorize the installation of a splash guard for aeration basin no. 1 at wastewater treatment plant no. 1 in the amount of \$13,500.00 to prevent splash over during heavy rain events.

Ms. Benzman reported that the repairs of the guide rails at lift station no. 1 pumps nos. 4 and 5 are complete.

Ms. Benzman reported that the repairs to lift pump nos. 1 and 5 at lift station no. 1 are complete.

Ms. Benzman updated the Board on the status of the lift pump no. 3 at lift station no. 3 repairs.



After review and discussion, and based on the operator's recommendation, Director Spackman moved to: (1) accept the operator's report; (2) authorize the operator to proceed with installation and usage of the SuperAll odor control system at wastewater treatment plant no. 1 in the amount of \$4,000 for installation and approximately \$5,000 per month; and (3) authorize the installation of a splash guard for aeration basin no. 1 at wastewater treatment plant no. 1 in the amount of \$13,500.00. Director Collins seconded the motion, which passed unanimously.

#### DISCUSS LAKE MANAGEMENT AND MAINTENANCE

##### WILDLIFE MANAGEMENT, INCLUDING REPORT FROM A ALL ANIMAL CONTROL ("AAAC")

The Board discussed the status of wildlife management in the District, including wildlife monitoring and trapping, and reviewed a report from AAAC for January, a copy of which is attached. Ms. Hendrickson stated that the HOA has engaged a new wildlife contractor. The Board requested that the HOA provided the contact information for the HOA's trapper to the District in order to coordinate efforts with the District's trapper.

##### EROSION, DREDGING, AND WATER QUALITY

Mr. Gaden reviewed a presentation on the proposed erosion rehabilitation plan from the Erosion Control Committee, a copy of which is attached. The Board discussed funding for the recommended erosion rehabilitation. After discussion, the Board concurred to include the tiers 1, 2, and 3 erosion rehabilitation projects in the next water, sewer, and drainage bond application. The Board requested EHRA bring an engineering proposal for design of the erosion rehabilitation plan for the Board's review at the next regular meeting.

Ms. Carner stated that the HOA has submitted a proposed amendment to the HOA rules related to swimming, a copy of which is attached. The Board deferred discussion on the proposed amendment, subject to additional review by the Board.

#### ENGINEERING MATTERS

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

##### GRADE SEPARATION AT UNION PACIFIC RAILROAD AND INTERSECTION IMPROVEMENTS AT HIGHWAY 290 ("UPRR/HIGHWAY 290 PROJECT")

Mr. Gaden updated the Board on the status of design of the UPRR/Highway 290 Project.

Mr. Gaden reviewed an updated preliminary cost summary for road bond issue no. 5, a copy of which is attached. Discussion ensued regarding the issuance schedule for the bonds. Ms. Cook stated she anticipates presenting the Preliminary Official Statement at the March regular meeting.

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

Mr. Reno reviewed the report on maintenance of the District's stormwater facilities, a copy of which is attached. He updated the Board on the status of the interim erosion repairs along a sidewalk near the phase 1A detention facility.

APPROVE PLANS AND SPECIFICATIONS AND AUTHORIZE ADVERTISEMENT FOR BIDS FOR THE MOUND ROAD EAST UTILITY EXTENSION PROJECT

Mr. Gaden updated the Board on the design of the Mound Road East Utility Extension project.

APPROVE PLANS AND SPECIFICATIONS AND AUTHORIZE ADVERTISEMENT FOR BIDS FOR THE WASTEWATER TREATMENT PLANT NO. 1 EXPANSION, PHASE 4

Mr. Gaden updated the Board on the status of design of the wastewater treatment plant no. 1 expansion, phase 4 project.

REVIEW BIDS AND AWARD CONTRACT FOR THE BARKER CYPRESS LEFT TURN LANE

Mr. Gaden stated that EHRA anticipates having bids for the Barker Cypress left turn lane project for the Board's review at the next regular meeting.

APPROVE PAY ESTIMATES AND CHANGE ORDERS FOR CONSTRUCTION OF WASTEWATER TREATMENT PLANT NO. 2

Mr. Gaden updated the Board on the status of construction of wastewater treatment plant no. 2. He reviewed and recommended approval of Pay Estimate Nos. 1 and 2 in the amounts of \$709,387.61 and \$325,335.74, respectively, submitted by C4 Partners.

After review and discussion, Director Spackman moved to approve Pay Estimate Nos. 1 and 2 in the amounts of \$709,387.61 and \$325,335.74, respectively, to C4 Partners, as recommended. Director Quintero seconded the motion, which passed unanimously.



APPROVE PAY ESTIMATES AND CHANGE ORDERS FOR EMERGENCY WATER INTERCONNECT

Mr. Gaden updated the Board on the status of construction of the emergency water interconnect with Harris County Municipal Utility District No. 196. He had no action items from P&Z Logistics, Inc.

Mr. Gaden reviewed and recommended approval for Pay Estimate Nos. 1, 2, and 3 in the total amount of \$5,748.75, submitted by Ninyo & Moore. After review and discussion, Director Spackman moved to approve Pay Estimate Nos. 1, 2, and 3 in the total amount of \$5,748.75 to Ninyo & Moore, as recommended. Director Quintero seconded the motion, which passed unanimously.

APPROVE PAY ESTIMATES AND CHANGE ORDERS FOR TOWNE LAKE SECTION 60 TEMPORARY ACCESS ROAD

Mr. Gaden updated the Board on the Towne Lake Section 60 temporary construction access road. He stated that he had no pay estimates from SWS for the Board's approval.

APPROVE PAY ESTIMATES AND CHANGE ORDERS FOR WATER WELL NO. 1 AND WATER PLANT NO. 1 HYDROPNEUMATIC TANK ADDITION

Mr. Gaden updated the Board on the status of construction of water well no. 1 and the additional hydropneumatic tank. He reviewed and recommended approval of Pay Estimate No. 9 in the amount of \$40,836.59, submitted by HCG, LLC ("HCG").

After review and discussion, Director Spackman moved to approve Pay Estimate No. 9 in the amount of \$40,836.59 to HCG, as recommended. Director Quintero seconded the motion, which passed unanimously.

APPROVE CAPACITY RESERVATIONS AND UTILITY COMMITMENT LETTERS

There was no discussion on this agenda item.

CONVEYANCE OF EASEMENTS/DEEDS; ABANDONMENT OF EASEMENT; CONSENTS TO ENCROACHMENT

There was no discussion on this agenda item.

UPDATE ON PREPARATION OF WATER, SEWER, AND DRAINAGE BOND APPLICATION NO. 13, ROAD BOND ISSUE NO. 5, AND PARK SURPLUS FUNDS APPLICATION, INCLUDING ADOPT RESOLUTION AUTHORIZING APPLICATION

TO THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY ("TCEQ") FOR  
USE OF SURPLUS FUNDS

Ms. Carner updated the Board on the status of the preparation of water, sewer, and drainage bond application no. 13, preparation of road bond issue no. 5, and preparation of the park surplus funds application. The Board deferred adoption of a Resolution Authorizing Application to the TCEQ for Use of Surplus Funds.

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

There was no discussion on this agenda item.

LANDSCAPE ARCHITECT'S REPORT

Mr. Steinman reviewed the landscape architect's report prepared by KGA, a copy of which is attached.

Mr. Steinman updated the Board on the status of construction of the wastewater treatment plant no. 1 landscape improvements. He stated that he had no pay estimates from D.L. Meacham L.P. for the Board's approval.

REPORT REGARDING DEVELOPMENT IN THE DISTRICT

There was no discussion on this agenda item.

REPORTS FROM DISTRICT CONSULTANTS REGARDING DISTRICT  
CORRESPONDENCE AND PROVISION OF RECORDS

There was no discussion on this agenda item.

REVIEW AND REVISE ACTION LIST

The Board reviewed the action list and noted items to be included and removed from the list.

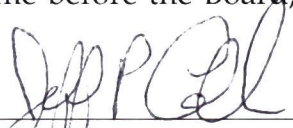
CONVENE IN EXECUTIVE SESSION TO CONSULT WITH ATTORNEY, PURSUANT  
TO SECTION 551.071, TEXAS GOVERNMENT CODE

The Board did not convene in Executive Session.

MEETING SCHEDULE

The Board discussed the regular meeting schedule for March. After discussion, the Board concurred to reschedule the March meeting for March 8, 2023 at noon at the Towne Lake Clubhouse.

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

  
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Secretary, Board of Directors

(SEAL)



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