

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

May 9, 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 9th day of May, 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 Athena Henrickson of the Towne Lake Community Association, Inc. ("HOA"); Becky Ullman of Caldwell Companies; JC Reno of Storm Water Solutions, LLC ("SWS"); Eric Steinman of KGA/DeForest Design, LLC ("KGA"); Loren Morales of RBC Capital Markets ("RBC"); Lynn Kurtz of Myrtle Cruz, Inc.; Amanda Benzman of Environmental Development Partners ("EDP"); J.T. Gaden and Robert Atkinson of EHRA Engineering ("EHRA"); and Katie Carner, Allison Leatherwood, 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 11, 2023, regular meeting. After review and discussion, Director Spackman moved to approve the minutes of the April 11, 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. She also requested the Board approve

additional check no. 5588 in the amount of \$50,000.00, payable to the ExxonMobil Pipeline Company LLC.

After review and discussion, Director Quintero moved to approve the bookkeeper's report and the payments presented, including check no. 5588 as detailed above. Director Steinberg seconded the motion, which passed unanimously.

#### ADOPT RESOLUTION EXPRESSING INTENT TO REIMBURSE

There was no discussion on this agenda item.

#### UPDATE ON ISSUANCE OF CONTRACT REVENUE BONDS (ROAD FACILITIES), SERIES 2023 ("2023 ROAD BONDS")

Ms. Carner reported that the District's 2023 Road Bonds are scheduled to close on May 11, 2023.

#### 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 reviewed and recommended approval of Pay Estimate No. 3 in the amount of \$46,048.50 and Change Order No. 1 to increase the contract in the amount of \$3,300.00, submitted by D.L. Meacham L.P. ("D.L. Meacham"). Mr. Steinman stated that Change Order No. 1 is to increase the trail width to 6 feet. The Board determined that Change Order No. 1 is beneficial to the District.

Mr. Steinman updated the Board on the preparation of the Amended Master Parks Plan.

Mr. Steinman reviewed a proposal in an amount not to exceed \$25,000.00, submitted by KGA, for the appraisal of existing parks and recreational facilities within certain road rights-of-way and adjacent reserves.

After review and discussion, and based upon the landscape architect's recommendation, Director Spackman moved to: (1) approve Pay Estimate No. 3 in the amount of \$46,048.50 to D.L. Meacham and Change Order No. 1 to increase the contract in the amount of \$3,300.00, submitted by D.L. Meacham, based on the Board's determination that the Change Order is beneficial to the District; and (2) approve the proposal from KGA for the appraisal of existing parks and recreational facilities within certain road rights-of-way and adjacent reserves. Director Quintero seconded the motion, which passed unanimously.

## 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 reported that three blowers at wastewater treatment plant no. 1 were damaged due to a power surge on May 2, 2023. She reported that the blower no. 1 controller requires repair in the amount of \$4,200.00 and the blower no. 2 starter requires repair in the amount of \$6,300.00. She stated that she is still waiting on an estimate for the repair of the blower no. 3 controller, but she anticipates the repair to cost between \$12,000.00-\$15,000.00. The Board directed EDP to file an insurance claim for the repairs and to investigate ways to protect the District's facilities from future power surges.

Ms. Benzman stated that the District received a Notice of Violation ("NOV") from the Texas Commission on Environmental Quality ("TCEQ") related to an inspection of the water distribution system on March 8, 2023. She discussed the details of the NOV and the corrective actions that have already been implemented and/or completed by EDP.

Ms. Benzman updated the Board on the status of the rehabilitation to the rotating drum screen at wastewater treatment plant no. 1, noting that it is almost complete.

Ms. Benzman stated that the installation of the SuperAll odor control system is scheduled for May 10 and 11, 2023.

Ms. Benzman reported that EDP filed unauthorized discharge reports with the TCEQ and Harris County for excursions caused by an incorrect sampler tube placement at wastewater treatment plant no. 1. She stated the issue has been corrected.

Ms. Benzman reviewed a draft preventative maintenance schedule for the District's facilities, noting that EDP is still compiling some of the information.

Ms. Benzman stated that Harris County Municipal Utility District No. 172 ("HC 172") is currently utilizing the emergency interconnect with the District due to repairs to HC 172's water plant. She stated that HC 172 anticipates utilizing the emergency interconnect for approximately three weeks in total.

Ms. Benzman updated the Board on the proposed security upgrades for the District's facilities. She stated that EDP is still gathering additional information from security vendors.

After review and discussion, Director Quintero moved to: (1) approve the operator's report; (2) approve the repair of the blower no. 1 controller in the amount of \$4,200.00; (3) approve the repair of the blower no. 2 starter in the amount of \$6,300.00;

and (4) authorize Director Ottmann to approve a proposal for repair of the blower no. 3 controller in an amount not to exceed \$15,000.00. Director Spackman 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 April, a copy of which is attached.

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

There was no discussion on this agenda item.

##### AGREEMENT FOR USE OF FACILITIES WITH CY-FAIR FIRE DEPARTMENT

Ms. Carner stated that the Cy-Fair Fire Department recently indicated that it will send the District comments to the previously proposed Agreement for Use of Facilities for the periodic use of the regional detention facilities for public safety training, but none have been received yet.

#### ENGINEERING MATTERS

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

Mr. Gaden reviewed a draft of a five-year capital improvement plan, a copy of which is attached.

##### 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. He stated that EHRA will provide the updated project schedule.

Ms. Carner updated the Board on the discussions with Harris County Emergency Services District No. 9 regarding their funding contribution for the UPRR/Highway 290 project.

The Board reviewed a revised Joint Interlocal Participation Agreement with Harris County for Harris County's funding contribution to the UPRR/Highway 290 project.



The Board reviewed Task Order No. 2 from EHRA for additional engineering services related to the design of the UPRR/Highway 290 Project.

The Board reviewed a draft Reimbursable Agreement with ExxonMobil Pipeline Company LLC for the design of a pipeline relocation in connection with the UPRR/Highway 290 project and associated \$50,000.00 deposit for same.

After review and discussion, Director Spackman moved to: (1) approve the revised Joint Interlocal Participation Agreement with Harris County; (2) approve Task Order No. 2 from EHRA for additional engineering services related to the design of the UPRR/Highway 290 Project; (3) approve the Reimbursable Agreement with ExxonMobil Pipeline Company LLC, subject to final review; and (4) direct that the documents be filed appropriately and retained in the District's official records. Director Quintero seconded the motion, which passed unanimously.

#### 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.

Mr. Reno reviewed a proposal in the amount of \$2,500.00 per survey for bi-annual drone surveys of the shoreline of the District's regional detention facilities. After review and discussion, Director Spackman moved to approve the proposal in the amount of \$2,500.00 per survey. Director Quintero seconded the motion, which passed unanimously. The Board concurred to discuss the scheduling of the bi-annual drone surveys at a future meeting.

#### REVIEW BIDS AND AWARD CONTRACT 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.

#### LAKE EROSION REHABILITATION PROJECT

Mr. Gaden updated the Board on the status of design of the lake erosion

rehabilitation project.

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 had no action items from C4 Partners.

Mr. Gaden reviewed and recommended approval of three invoices in the total amount of \$9,497.75, submitted by Ninyo & Moore.

After review and discussion, Director Spackman moved to approve the three invoices in the total amount of \$9,497.75, submitted by Ninyo & Moore, as recommended. Director Quintero seconded the motion, which passed unanimously.

APPROVE PAY ESTIMATES AND CHANGE ORDERS FOR THE BARKER CYPRESS LEFT TURN LANE

Mr. Gaden updated the Board on the status of construction of the Barker Cypress left turn lane project. He had no action items from SAS Concrete Construction, LLC.

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 reviewed and recommended approval of Pay Estimate No. 3 in the amount of \$24,290.07, submitted by P&Z Logistics, Inc. ("P&Z").

After review and discussion, Director Spackman moved to approve Pay Estimate No. 3 in the amount of \$24,290.07 to P&Z, 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. 11 in the amount of \$80,775.00, submitted by HCG, LLC ("HCG").

After review and discussion, Director Spackman moved to approve Pay Estimate No. 11 in the amount of \$80,775.00 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

The Board considered authorizing acceptance of a water line easement, a sanitary sewer easement, a storm sewer easement, and a storm sewer and sanitary sewer easement from CW SCOA West, L.P., and a storm sewer easement from the HOA (collectively, the "Easements").

Following discussion, Director Quintero moved to authorize acceptance of the Easements and direct that the Easements be filed appropriately and retained in the District's official records. Director Spackman seconded the motion, which passed unanimously.

#### UPDATE ON PREPARATION OF WATER, SEWER, AND DRAINAGE BOND APPLICATION NO. 13, INCLUDING ADOPT RESOLUTION AUTHORIZING APPLICATION TO THE TCEQ FOR APPROVAL OF PROJECTS AND BONDS, AND PARK SURPLUS FUNDS APPLICATION, INCLUDING ADOPT RESOLUTION AUTHORIZING APPLICATION TO THE TCEQ FOR USE OF SURPLUS FUNDS

Mr. Gaden reviewed an updated preliminary cost summary for water, sewer, and drainage bond application no. 13, a copy of which is attached. The Board then considered adopting a Resolution Authorizing Application to the TCEQ for Approval of Projects and Bonds.

After review and discussion, Director Collins moved to adopt the Resolution Authorizing Application to the TCEQ for Approval of Projects and Bonds and direct that the Resolution be filed appropriately and retained in the District's official records. Director Quintero seconded the motion, which passed unanimously.

Ms. Carner updated the Board on the status of the 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 MATTERS

There was no discussion on this agenda item.

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

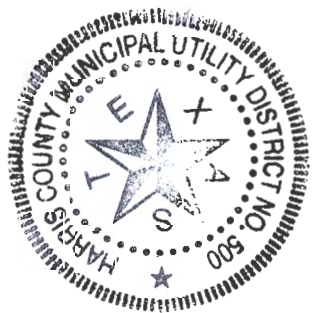
The Board reviewed the action list and noted items to be included and removed from the list.

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

The Board did not convene in Executive Session.

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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