

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

December 12, 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 12th day of December, 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 Eric Steinman of KGA/DeForest Design, LLC ("KGA"); JC Reno of Storm Water Solutions, LLC; Lynn Kurtz of Myrtle Cruz, Inc. ("MCI"); Amanda Benzman of Environmental Development Partners ("EDP"); J.T. Gaden and Kenrick Piercy of EHRA Engineering; Brenda McLaughlin of Bob Leared Interests; 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 November 14, 2023, regular meeting. After review and discussion, Director Quintero moved to approve the minutes of the November 14, 2023, regular meeting, as presented. Director Spackman seconded the motion, which passed unanimously.

CONTRACT REVENUE BONDS (WATER, SEWER, AND DRAINAGE FACILITIES),
SERIES 2024A ("SERIES 2024A")

Ms. Carner updated the Board on the proposed schedule for the Series 2024A Bonds.

TAXABLE CONTRACT REVENUE BONDS (WATER, SEWER, AND DRAINAGE FACILITIES), SERIES 2024B ("SERIES 2024B")

Ms. Carner updated the Board on the proposed schedule for the Series 2024B Bonds.

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 draft amended budget for the fiscal year ending March 31, 2024, a copy of which is attached to the bookkeeper's report. The Board requested that Ms. Benzman and Mr. Reno provide the estimated annual maintenance budget amounts to MCI for inclusion in the draft budget. The Board tabled action on the draft amended budget.

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

ADOPT RESOLUTION EXPRESSING INTENT TO REIMBURSE

There was no discussion on this agenda item.

LANDSCAPE ARCHITECT'S REPORT

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

Ms. Carner stated that, due to construction related to the widening of Greenhouse Road by Harris County, a significant amount of trees, landscaping, and irrigation requires replacement or rehabilitation in District-owned reserves. She stated that the Towne Lake Community Association ("HOA") obtained a proposal for the replacement of the dead/damaged trees in the approximate amount of \$90,000.00. The Board considered authorizing KGA to obtain two additional proposals for the Board's review. Ms. Carner also reported that the HOA conducted irrigation system rehabilitation as the repairs were time sensitive and the HOA will be seeking reimbursement from the District once the HOA has compiled all of the applicable invoices. She then stated that there is landscaping that needs to be replaced. The Board considered authorizing KGA to begin design of the Greenhouse Road landscape replacement project. Ms. Carner noted that surplus road bond funds can be utilized to fund the work.

After review and discussion, Director Collins moved to (1) accept the landscape architect's report; (2) authorize KGA to solicit two additional proposals for the Greenhouse Road tree replacement project; and (3) authorize design of the Greenhouse Road landscape replacement project. 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 requested the Board authorize the replacement of a non-potable pump for the estimated cost of \$6,400.00.

Ms. Benzman reported that the replacement of the blower no. 2 motor at wastewater water treatment plant no. 1 is complete.

Ms. Benzman updated the Board on the repair of booster pump no. 2 at water plant no. 2.

After review and discussion, Director Spackman moved to (1) approve the operator's report; and (2) authorize the replacement of a non-potable pump for the estimated cost of \$6,400.00. Director Steinberg 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 November, a copy of which is attached.

EROSION, DREDGING, AND WATER QUALITY

There was no discussion on this agenda item.

REPORT FROM HOA REGARDING LAKE AND LANDSCAPE MAINTENANCE MATTERS

The Board requested that ABHR request that the HOA provide recent water quality testing reports for the regional detention facilities.

REPORT ON STORMWATER FACILITIES MAINTENANCE AND REPAIRS

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 \$9,850.00 to repair areas of erosion around the bar screen in detention pond 1L, a copy of which is attached.

After review and discussion, Director Spackman moved to approve the proposal in the amount of \$9,850.00 to repair areas of erosion around the bar screen in detention pond 1L. Director Quintero seconded the motion, which passed unanimously.

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. He stated that EHRA will provide the updated project schedule to the Board.

Ms. Carner reviewed a task order from EHRA for additional project management services for the UPRR/Highway 290 project. She also reviewed a task order from HDR Engineering ("HDR") for supplemental design services related to the UPRR/Highway 290 project. After review and discussion, Director Spackman moved to approve the task orders from HDR and EHRA, each to be incorporated as additional exhibits to the engineering services agreement with EHRA for the project. Director Quintero seconded the motion, which passed unanimously.

The Board reviewed a form of Agreement with Sprint Communications Company L.P. for the relocation, adjustment, and protection of telecommunication facilities in connection with the District's UPRR/Highway 290 project. After review and discussion, Director Spackman moved to authorize execution of the Agreement with Sprint Communications Company L.P., subject to the Board President's final approval, and direct that the final Agreement 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 various utility relocation projects and the funding agreement with the Harris County Toll Road Authority.

The Board tabled discussion on a First Amendment to Agreement with Harris

County and CW SCOA West, L.P. related to Mound Road extension and construction of drainage facilities.

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 reviewed and recommended approval of Pay Estimate No. 11 in the amount of \$246,212.44, submitted C4 Partners.

Mr. Gaden also reviewed and recommended approval of two invoices in the amounts of \$999.25 and \$2,786.00, submitted by Ninyo & Moore.

After review and discussion, and based on the engineer's recommendation, Director Spackman moved to (1) approve Pay Estimate No. 11 in the amount of \$246,212.44 to C4 Partners; and (2) approve the two invoices in the amounts of \$999.25 and \$2,786.00 to Ninyo & Moore. 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 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. 18 in the amount of \$160,830.00, submitted by HCG, LLC.

Mr. Gaden stated that the contractor is preparing a change order for some necessary electrical improvements to water well no. 1. The Board then considered authorizing Director Ottmann to approve a change order between meetings, if necessary.

After review and discussion, Director Spackman moved to (1) approve Pay Estimate No. 18 in the amount of \$160,830.00 to HCG, LLC, as recommended; and (2) authorize Director Ottmann to approve a change order for electrical improvements to water well no. 1, if necessary. Director Quintero seconded the motion, which passed unanimously.

APPROVE PAY ESTIMATES AND CHANGE ORDERS FOR THE MOUND ROAD EAST UTILITY EXTENSION PROJECT

Mr. Gaden updated the Board on the status of construction of the Mound Road East Utility Extension project. He had no action items from Texasite, LLC.

APPROVE PAY ESTIMATES AND CHANGE ORDERS FOR THE WATER PLANT NO. 1 GROUND STORAGE TANK NO. 2 EMERGENCY ROOF REPLACEMENT AND RECOATING

Mr. Gaden updated the Board on the status construction of the water plant no. 1 ground storage tank no. 2 emergency roof replacement project. He had no action items from Tank Builders, Inc.

APPROVE CAPACITY RESERVATIONS AND UTILITY COMMITMENT LETTERS

There was no discussion on this agenda item.

RECEIVE ESTIMATES FROM PARTICIPANT DISTRICTS REGARDING MONTHLY WATER AND SEWER DEMANDS, NUMBER OF NEW CONNECTIONS, AND AMOUNT OF RESERVED CONNECTIONS FOR THE UPCOMING FISCAL YEAR

Mr. Gaden reviewed a report containing the projected number of new connections for the Participant districts for the upcoming year, a copy of which is attached.

The Board discussed preparing a "Year in Review" update for posting to the District's website and distribution to the Participant districts.

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

The Board considered authorizing execution of a Consent to Encroachment with

the West Harris County Regional Water Authority ("WHCRWA"). After review and discussion, Director Quintero moved to authorize execution of the Consent to Encroachment and direct that it be filed appropriately and retained in the District's official records. Director Spackman seconded the motion, which passed unanimously.

WATER, SEWER, AND DRAINAGE BOND APPLICATION NO. 13; PARK SURPLUS FUNDS APPLICATION; ROAD BOND ISSUE NO. 6

Ms. Carner updated the Board on the status of water, sewer, and drainage bond application no. 13 and the preparation of road bond issue no. 6.

WHCRWA 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.

MEETING SCHEDULE

The Board discussed the regular meeting schedule.

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
Landscape architect's report.....	2
Operator's report.....	3
Report from A All Animal Control	3
SWS report	4
Proposal for erosion repair	4
Engineer's report.....	4
Projected Participant district connections	6