

MINUTES
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 503

January 21, 2022

The Board of Directors (the "Board") of Harris County Municipal Utility District No. 503 (the "District") met in regular session, open to the public, on the 21st day of January, 2022, at the offices of Allen Boone Humphries Robinson LLP, 3200 Southwest Freeway, Suite 2400, Houston, Texas, outside the boundaries of the District, and the roll was called of the members of the Board:

Patrick Carrigan	President
Tammy I. Evans	Vice President
Vacant	Secretary
Jennifer Taylor	Assistant Secretary
Kelli Odum	Assistant Vice President

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

Also present at the meeting were Leslie Cook of RBC Capital Markets; Amanda Benzman of Environmental Development Partners, LLC; Debbie Tomer of F. Matuska, Inc.; Brenda McLaughlin of Bob Leared Interests; Becky Ullman of Caldwell Companies; J.T. Gaden of Edminster Hinshaw Russ and Associates, Inc. ("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 December 17, 2021, meeting. After review and discussion, Director Carrigan moved to approve the minutes of the December 17, 2021, meeting, as submitted. Director Taylor seconded the motion, which passed unanimously.

NEW DIRECTOR MATTERS

ACCEPT RESIGNATION OF DIRECTOR GRANNAN AND APPOINT NEW DIRECTOR

Ms. Carner stated that Ron Grannan submitted his resignation to the Board. The Board discussed the appointment of a new director to fill the vacancy on the Board. Ms. Carner stated that Sean Mulroony is a landowner within the District and is willing to serve on the Board.

After discussion, Director Taylor moved to: (1) accept the resignation of Director Grannan; and (2) appoint Sean Mulroony to the Board for the remainder of the unexpired term ending May 7, 2022. Director Carrigan seconded the motion, which passed unanimously.

APPROVE SWORN STATEMENT, OFFICIAL BOND, AND OATH OF OFFICE

Ms. Carner reviewed the Sworn Statement, Official Bond, and Oath of Office for Director Mulroony. After review and discussion, Director Taylor moved to approve the Sworn Statement, Official Bond, and Oath of Office for Director Mulroony and direct that the documents be filed appropriately and retained in the District's official records, and that the Oath of Office be filed with the Secretary of State as required by law. Director Carrigan seconded the motion, which passed unanimously.

REORGANIZE BOARD AND ELECT OFFICERS

The Board considered reorganizing the Board. Following discussion, Director Taylor moved to reorganize the Board as follows:

Patrick Carrigan	President
Tammy I. Evans	Vice President
Jennifer Taylor	Secretary
Sean Mulroony	Assistant Secretary
Kelli Odum	Asst. Vice President/Asst. Secretary

Director Carrigan seconded the motion, which passed unanimously.

DISTRICT REGISTRATION FORM

The Board then considered authorizing filing of an updated District Registration Form with the Texas Commission on Environmental Quality ("TCEQ"), reflecting the new Board of Directors. Following review and discussion, Director Taylor moved to authorize filing of the updated District Registration Form with the TCEQ and direct that the District Registration Form be filed appropriately and retained in the District's official records. Director Carrigan seconded the motion, which passed unanimously.

OPEN MEETINGS ACT AND PUBLIC INFORMATION ACT TRAINING REQUIREMENTS

Ms. Carner reviewed a memorandum regarding the Texas Open Meetings Act and Texas Public Information Act prepared by ABHR, a copy of which is attached.

CONFLICT OF INTEREST DISCLOSURE

Ms. Carner next reviewed Chapter 176 of the Texas Local Government Code, which requires directors and consultants to disclose certain conflicts of interest. She reviewed the forms adopted by the Texas Ethics Commission for making disclosures under Chapter 176 and noted that the forms are required to be filed with the records administrator for the District and reviewed time periods for such filings. After discussion, Director Taylor moved to approve the List of Local Government Officers and to authorize filing of same appropriately. Director Carrigan seconded the motion, which passed unanimously.

ADOPT ORDER REGARDING DIRECTOR'S TERMS

Ms. Carner presented and reviewed an Order Regarding Directors Terms with the Board. She stated that the Board is unable to call an election for May 7, 2022, for the purpose of electing two directors because there are no residents living within the District who are able to serve as election officials or who are qualified voters. Ms. Carner added that the terms of Directors Carrigan and Mulroony will be extended until May 2, 2026. Following review and discussion, Director Taylor moved to adopt an Order Regarding Directors Terms and direct that the Order be filed appropriately and retained in the District's official records. Director Odum seconded the motion, which passed unanimously.

FINANCIAL AND BOOKKEEPING MATTERS

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

Following discussion, Director Carrigan moved to approve the bookkeeper's report and the checks presented for payment. Director Taylor seconded the motion, which passed unanimously.

The Board considered accepting the annual disclosure statements for the District's bookkeeper and investment officer. Following review, Director Taylor moved to accept the annual disclosure statement of the bookkeeper and investment officer and direct that the disclosure statement be filed appropriately and retained in the District's official records. Director Odum seconded the motion, which was approved by unanimous vote.

TAX ASSESSMENT AND COLLECTION MATTERS

Ms. McLaughlin reviewed the tax assessor/collector's report, a copy of which is attached.

Following review and discussion, Director Odum moved to approve the tax

report. Director Taylor seconded the motion, which passed unanimously.

ADOPT RESOLUTION REQUESTING APPRAISAL OF PROPERTY AND CERTIFICATE OF ESTIMATED APPRAISED VALUE

The Board discussed adopting a Resolution Requesting Appraisal of Property and Certificate of Estimated Appraised Value. After discussion, Director Taylor moved that the Board adopt the Resolution and direct that the Resolution be filed appropriately and retained in the District's official records. Director Carrigan seconded the motion, which passed unanimously.

ANNUAL REPORT REGARDING POST-ISSUANCE COMPLIANCE POLICY

Ms. Carner reported that no changes are needed to the District's post-issuance compliance policy.

OPERATIONAL MATTERS

Ms. Carner discussed recently enacted legislation prohibiting certain retail water or sewer providers from imposing late fees or terminating service for nonpayment of water bills that become due during a period when the previous day's highest temperature and the predicted temperature for the next 24 hours are not higher than 28 degrees Fahrenheit. She reviewed a proposed Amended Rate Order incorporating such provisions. Following review and discussion, Director Taylor moved to adopt the Amended Rate Order and direct that the document be filed appropriately and retained in the District's official records. Director Odum seconded the motion, which passed unanimously.

ENGINEERING MATTERS

Mr. Gaden reviewed the engineer's report from EHRA, a copy of which is attached.

REPORT ON UPRR/HIGHWAY 290 PROJECT

Mr. Gaden updated the Board on the status of Harris County Municipal Utility District No. 500 ("HC 500"), as Master District's, UPRR/Highway 290 Project.

APPROVE PAY ESTIMATES AND CHANGE ORDERS FOR THE WATER, SEWER, AND DRAINAGE FACILITIES TO SERVE TOWNE LAKE NORTH ENTRY ROAD

Mr. Gaden updated the Board on the status of construction of the water,

sewer, and drainage facilities to serve Towne Lake North Entry Road. He had no pay estimates from Gonzalez Construction Enterprises, Inc. for the Board's approval.

APPROVE PAY ESTIMATES AND CHANGE ORDERS FOR THE WATER, SEWER, AND DRAINAGE FACILITIES TO SERVE TOWNE LAKE, SECTION 64

Mr. Gaden updated the Board on the status of construction of the water, sewer, and drainage facilities to serve Towne Lake, Section 64. He had no pay estimates from R Construction Co. for the Board's approval.

APPROVE PAY ESTIMATES AND CHANGE ORDERS FOR THE WATER, SEWER, AND DRAINAGE FACILITIES TO SERVE TOWNE LAKE, SECTION 65

Mr. Gaden updated the Board on the status of construction of the water, sewer, and drainage facilities to serve Towne Lake, Section 65. He had no pay estimates from Blazey Construction Services, LLC for the Board's approval.

REVIEW BIDS AND AWARD CONTRACT FOR THE WATER, SEWER, AND DRAINAGE FACILITIES TO SERVE TOWNE LAKE, SECTION 66

Mr. Gaden reported that the District received four bids for construction of the water, sewer, and drainage facilities to serve Towne Lake, Section 66. He recommended that the Board award the contract to the low bidder, Principal Services ("Principal"), in the amount of \$1,055,680.65. The Board concurred that, in its judgment, Principal was a responsible bidder who would be most advantageous to the District and would result in the best and most economical completion of the project.

Following review and discussion, Director Carrigan moved to award the contract for construction of the water, sewer, and drainage facilities to serve Towne Lake, Section 66 to Principal in the amount of \$1,055,680.65, based on the engineer's recommendation and ABHR's approval of payment and performance bonds and review of the certificate of insurance and endorsements, if any, provided by the contractor. Director Taylor seconded the motion, which passed by unanimous vote.

DEEDS AND EASEMENTS

There was no discussion on this agenda item.

HC 500 MASTER DISTRICT MATTERS

Ms. Carner updated the Board on HC 500's, as Master District, taxable water, sewer, and drainage bond sale.

Ms. Carner stated that HC 500, as Master District, has scheduled a budget workshop with representatives of each Participant district to attend to discuss the Master District's draft budget for fiscal year ending March 31, 2023. The Board concurred to authorize Director Carrigan to attend the Master District budget workshop.

DISCUSS REQUEST FROM HC 500, AS INTERNAL DISTRICT, TO PARTICIPATE IN TOWNE LAKE WATER CONSERVATION COALITION ("WCC")

Ms. Carner stated that a director on HC 500, as Internal District, has invited the District to participate in the Towne Lake WCC. After discussion, the Board concurred to decline to participate in the WCC at this time.

REPORT ON DEVELOPMENT

Ms. Ullman updated the Board on the status of development in Towne Lake.

DISCUSS MEETING SCHEDULE

The Board discussed the regular meeting schedule. After discussion, the Board concurred to hold the next regular meeting for February 18, 2022, at 9:30 a.m.

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

(SEAL)



Jennifer Taylor
Secretary, Board of Directors

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