

MINUTES
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 503

January 26, 2023

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 26th day of January, 2023, 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
Kevin Gilligan	Vice President
Jennifer Taylor	Secretary
Sean Mulroony	Assistant Secretary
Kelli Odum	Asst. Vice President/ Asst. Secretary

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

Also present at the meeting were Lynn Kurtz of Myrtle Cruz, Inc.; Amanda Benzman of Environmental Development Partners, LLC; Brenda McLaughlin of Bob Leared Interests; Leslie Cook of RBC Capital Markets; J.T. Gaden of EHRA Engineering ("EHRA"); Becky Ullman of Caldwell Companies; and Katie Carner, Jordan Fine, Hannah Bradley, 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 15, 2022, regular meeting. After review and discussion, Director Gilligan moved to approve the minutes of the November 15, 2022, regular meeting, as submitted. Director Carrigan seconded the motion, which passed by a vote of 3-0 with Director Taylor absent from the meeting.

Director Taylor entered the meeting.

FINANCIAL AND BOOKKEEPING MATTERS

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

Following review and discussion, Director Carrigan moved to approve the

bookkeeper's report and the checks presented for payment. Director Mulroony seconded the motion, which passed unanimously.

ACCEPT ANNUAL DISCLOSURE STATEMENTS FOR INVESTMENT OFFICER AND BOOKKEEPER

The Board considered accepting the annual disclosure statements for the District's bookkeeper and investment officer. Following review, Director Gilligan 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 Mulroony seconded the motion, which passed unanimously.

AUTHORIZE RENEWAL OF DISTRICT'S INSURANCE POLICIES

The Board reviewed a proposal from McDonald & Wessendorff Insurance for renewal of the District's insurance policies. Following review and discussion, Director Mulroony moved to approve the proposal from McDonald & Wessendorff Insurance for renewal of the District's insurance policies. Director Taylor 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.

TAX ASSESSMENT AND COLLECTION MATTERS

Ms. McLaughlin reviewed the tax assessor/collector's report, a copy of which is attached. She reported that 70.7% of the District's 2022 taxes have been collected as of December 31, 2022.

Following review and discussion, Director Carrigan moved to approve the tax report. Director Mulroony 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.

OPERATION OF DISTRICT FACILITIES

Ms. Benzman reported that there was an excursion, which was caused by a break in a lateral line. She said that the lateral line was not constructed at the proper depth and was damaged during construction of the road. Ms. Benzman reported that the line is being repaired and the contractor that installed the original line will be backcharged for the repairs. Discussion ensued regarding inspection of the additional facilities constructed by the contractor.

Ms. Benzman reviewed the operator's report, a copy of which is attached.

Following review and discussion, Director Gilligan moved to approve the operator's report. Director Carrigan seconded the motion, which passed unanimously.

HEARING ON TERMINATION OF WATER AND SEWER SERVICE

There were no accounts submitted for termination.

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 reviewed and recommended approval of Pay Estimate Nos. 4 and 5 and Final in the amounts of \$90,666.20 and \$238,816.00, respectively, and Change Order No. 1 to increase the contract in the amount of \$28,175.00, submitted by Gonzalez Construction Enterprises, Inc. ("Gonzalez"). The Board determined that Change Order No. 1 is beneficial to the District. Mr. Gaden also recommended the Board accept the project.

After review and discussion, Director Carrigan moved to approve Pay Estimate Nos. 4 and 5 and Final in the amounts of \$90,666.20 and \$238,816.00,

respectively, and Change Order No. 1 to increase the contract in the amount of \$28,175.00, submitted by Gonzalez, and accept the project, based on the engineer's recommendation and the Board's determination that the Change Order is beneficial to the District. Director Taylor seconded the motion, which passed unanimously.

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 Company 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 reviewed and recommended approval of Pay Estimate No. 4 and Final in the amount of \$43,550.86, submitted by Blazey Construction Services, LLC ("Blazey"). Mr. Gaden also recommended the Board accept the project.

After review and discussion, Director Carrigan moved to approve Pay Estimate No. 4 and Final in the amount of \$43,550.86, submitted by Blazey, and accept the project, as recommended. Director Taylor seconded the motion, which passed unanimously.

APPROVE PAY ESTIMATES AND CHANGE ORDERS FOR THE WATER, SEWER, AND DRAINAGE FACILITIES TO SERVE TOWNE LAKE, SECTION 66

Mr. Gaden updated the Board on the status of construction of the water, sewer, and drainage facilities to serve Towne Lake, Section 66. He had no pay estimates from Principal Services, Ltd. for the Board's approval.

After discussion, Director Carrigan moved to approve the engineer's report. Director Taylor seconded the motion, which passed unanimously.

DEEDS AND EASEMENTS

There was no discussion on this agenda item.

HC 500 MASTER DISTRICT MATTERS

Mr. Gaden updated the Board on the status of HC 500, as Master District, projects, including construction of water well no. 1, the emergency water interconnect with Harris County Municipal Utility District No. 196, and the surface water delivery line to water plant no. 2.

Ms. Carner stated that HC 500, as Master District, has scheduled a budget workshop on February 9, 2023, with up to two representatives of each Participant district invited to attend to discuss the Master District’s draft budget for fiscal year ending March 31, 2024. The Board concurred to authorize Director Mulroony to attend the Master District budget workshop.

REPORT ON DEVELOPMENT

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

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

(SEAL)



Asst. 
Secretary, Board of Directors

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