

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

August 3, 2022

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 3rd day of August, 2022, 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 Lynn Kurtz of Myrtle Cruz, Inc. ("MCI"); Leslie Cook of RBC Capital Markets; Amanda Benzman of Environmental Development Partners, LLC ("EDP"); J.T. Gaden and Robert Atkinson of EHRA Engineering ("EHRA"); 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 June 21, 2022, special meeting and June 29, 2022, regular meeting. After review and discussion, Director Quintero moved to approve the minutes of the June 21, 2022, special meeting and June 29, 2022, regular meeting, as presented. Director Collins seconded the motion, which passed unanimously.

AUTHORIZE RENEWAL OF DISTRICT'S INSURANCE POLICIES

The Board reviewed the insurance renewal proposal from Arthur J. Gallagher & Co. ("Gallagher") for the District's insurance policies.

Following review and discussion, Director Spackman moved to accept the proposal from Gallagher and direct that the proposal be filed appropriately and retained in the District's official records. Director Steinberg 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. 5331 in the amount of \$5,500.00, payable to McCall Gibson Swedlund Barfoot PLLC and check no. 5332 in the amount of \$52,875.00, payable to Hassell Construction Group, LLC ("HCG").

After discussion, Director Spackman moved to approve the bookkeeper's report and the payments presented, including check nos. 5331 and 5332, as detailed above. Director Quintero seconded the motion, which passed unanimously.

#### AUTHORIZE PREPARATION OF NOTICE TO PARTICIPANT DISTRICTS REGARDING PROPOSED CONTRACT TAX RATE

The Board considered authorizing the preparation of the annual notice to the Participant districts regarding the proposed contract tax rate and the contract payments owed to the Master District for calendar year 2023. After review and discussion, Director Quintero moved to authorize the preparation of the notice to the Participant districts regarding the contract tax and contract payments owed to the Master District for calendar year 2023. Director Collins 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 updated the Board on the status of repair of lift station no. 3 pump nos. 1 and 2.

Ms. Benzman updated the Board on the status of the landscaping improvements at wastewater treatment plant no. 1.

Ms. Benzman reported on the results of the valve surveys performed in the participant districts.

The Board discussed possibly constructing reuse water facilities at the District's wastewater treatment plant no. 1 to treat the effluent water for use in a reclaimed water system. Discussion ensued regarding necessary maintenance of the District's existing

facilities. After discussion, the Board requested that EHRA prepare a preliminary cost estimate for the construction of reuse water facilities and that EDP and EHRA prepare a five-year facility maintenance plan.

After review and discussion, Director Collins moved to accept the operator's report. Director Steinberg seconded the motion, which passed unanimously.

#### DISCUSS LAKE MANAGEMENT AND MAINTENANCE

##### WILDLIFE MANAGEMENT, INCLUDING REPORT AND PROPOSALS 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 July, a copy of which is attached.

The Board requested that ABHR notify AAAC on current restrictions on the use of motorized boats in the lake due to the drought conditions.

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

Mr. Gaden reported on the Erosion Control Committee meeting held on July 20, 2022. He stated that EHRA has developed a proposed action plan and the Erosion Control Committee plans to meet with committee from the Towne Lake Community Association, Inc. ("HOA") to review the proposed plan and solicit feedback prior to presentation to the full Board.

##### AMENDMENT TO LAKE RULES

Ms. Carner stated that the HOA has submitted two proposed amendments to the HOA rules related to swimming and fishing, copies of which are attached. Discussion ensued. After discussion, the Board requested ABHR obtain additional information from the HOA regarding the proposed amendments to the swimming rules, including a redline of the original rules versus the proposed new rules.

#### ENGINEERING MATTERS

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

Mr. Gaden reviewed the capital projects fund sheet, a copy of which is attached to the engineer's report.



Mr. Gaden reported that there are reports of silt and sediment buildup in some of the marina areas. He stated that there are multiple entities that could be responsible for necessary maintenance in some or all of the marina areas. He requested the Board authorize EHRA to conduct a bathymetric survey in an amount not to exceed \$25,000 to identify the current conditions in order to prepare a scope of work for necessary maintenance in the marina areas. The Board considered delegating authority to Director Ottmann to approve an additional \$25,000, for a total authorized amount not to exceed \$50,000, if necessary. After review and discussion, Director Collins moved to authorize EHRA to obtain a bathymetric survey in an amount not to exceed \$25,000 and designate authority to Director Ottmann to approve an additional \$25,000, for a total authorized amount of not to exceed \$50,000, for the survey work, if necessary. Director Spackman seconded the motion, which passed unanimously.

PRELIMINARY PLANNING FOR 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 the UPRR/Highway 290 Project, including the design of certain preliminary planning projects, including illumination, traffic signals, environmental and storm water pollution prevention plan.

Ms. Carner updated the Board on the status of coordination with the funding partners for the project. She reported that the District's request to the Houston-Galveston Area Council for increased federal funding allotment and the 80% federal funding is being considered for approval within the next month.

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

Mr. Gaden stated that the Storm Water Solutions, LLC ("SWS") report will be provided to the Board.

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.

WASTEWATER TREATMENT PLANT NO. 1 GENERATOR

There was no discussion on this agenda item.

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.

BARKER CYPRESS LEFT TURN LANE

Mr. Gaden updated the Board on the status of design of the Barker Cypress left turn lane 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.

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.

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 Nos. 2 and 3 in the amounts of \$52,875.00 and \$297,810.45, respectively, submitted by HCG.

After review and discussion, Director Spackman moved to approve Pay Estimate Nos. 2 and 3 in the amounts of \$52,875.00 and \$297,810.45, respectively, to HCG, as recommended. Director Collins seconded the motion, which passed unanimously.

APPROVE CAPACITY RESERVATIONS AND UTILITY COMMITMENT LETTERS

There was no discussion on this agenda item.



UPDATE ON TPDES PERMIT RENEWAL APPLICATION FOR HORSEPEN CREEK WASTEWATER TREATMENT PLANT

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 PARK SURPLUS FUNDS APPLICATION AND BOND APPLICATION NO. 12

Ms. Carner updated the Board on the preparation of a park surplus funds application and water, sewer, and drainage bond application no. 12.

WEST HARRIS COUNTY REGIONAL WATER AUTHORITY MATTERS, INCLUDING CONSTRUCTION OF SURFACE WATER DELIVERY LINE FOR WATER PLANT NO. 2

There was no discussion on this agenda item.

LANDSCAPE ARCHITECT'S REPORT

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.

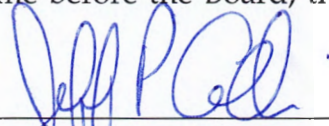
REVIEW AND REVISE ACTION LIST

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.



\_\_\_\_\_  
Secretary, Board of Directors

(SEAL)



LIST OF ATTACHMENTS TO MINUTES

	Minutes
	<u>Page</u>
Bookkeeper's report.....	2
Operator's report.....	2
Report from A All Animal Control .....	3
Proposed amendments to HOA rules related to swimming and fishing .....	3
Engineer's report.....	3