

MINUTES  
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 503

June 17, 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 17th day of June, 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                             |
| 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 for Directors Taylor and Mulroony, thus constituting a quorum.

Also present at the meeting were Debbie Tomer and Cindy Harrell of F. Matuska, Inc. ("FMI"); Amanda Benzman of Environmental Development Partners, LLC ("EDP"); Brenda McLaughlin of Bob Leared Interests; Robert Atkinson of Edminster Hinshaw Russ and Associates, Inc. ("EHRA"); and Katie Carner, Allison Leatherwood, Jennifer Ramirez, and Kathryn Blanton 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 May 20, 2022, regular meeting. After review and discussion, Director Carrigan moved to approve the minutes of the May 20, 2022, regular meeting, as submitted. Director Odum seconded the motion, which passed unanimously.

JOIN THE ASSOCIATION OF WATER BOARD DIRECTORS ("AWBD")

The Board discussed joining AWBD. After review and discussion, Director Gilligan moved to approve AWBD membership. Director Carrigan seconded the motion, which passed unanimously.

## FINANCIAL AND BOOKKEEPING MATTERS

Ms. Tomer stated that she is leaving FMI and introduced Ms. Harrell as the District's new bookkeeper.

Ms. Tomer reviewed the bookkeeper's report, a copy of which is attached, and reviewed the bills submitted for the Board's review. She also requested the Board approve check no. 2082 in the amount of \$700.00, payable to AWBD, for the District's membership fee.

Following discussion, Director Carrigan moved to approve the bookkeeper's report and the checks presented for payment, including check no. 2082. Director Odum seconded the motion, which passed unanimously.

## TAX ASSESSMENT AND COLLECTION MATTERS

Ms. McLaughlin reviewed the tax assessor/collector's report, a copy of which is attached. She reported that the District's 2021 taxes are 100% collected.

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

## OPERATIONAL MATTERS

Ms. Benzman updated the Board on the system-wide water pressure issues and stated that EDP has installed pressure monitoring devices throughout the system. She reported that there was an error in the autofill programming of the ground storage tank at water plant no. 2, which was causing the ground storage tank to fill during peak water usage times, and the programming has since been bypassed. Ms. Benzman stated that EDP also discovered a valve buried underground at the water plant no. 1 site that was almost completely closed, which has since been re-opened. She stated that the newest water pressure data indicates a significant improvement in water pressure throughout the system. Ms. Benzman stated that EDP will continue to monitor the situation.

## ENGINEERING MATTERS

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

## REPORT ON UPRR/HIGHWAY 290 PROJECT

Mr. Atkinson 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. Atkinson 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. Atkinson 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. Atkinson 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. 1 in the amount of \$152,564.63, submitted by Blazey Construction Services, LLC ("Blazey").

After review and discussion, Director Odum moved to approve Pay Estimate No. 1 in the amount of \$152,564.63 to Blazey, as recommended. Director Carrigan 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. Atkinson 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 for the Board's approval.

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

DEEDS AND EASEMENTS

There was no discussion on this agenda item.

HC 500 MASTER DISTRICT MATTERS

Ms. Carner updated the Board on erosion control matters related to the regional detention facilities, including the development of long-term asset management plan.

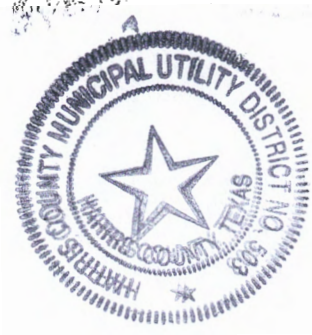
REPORT ON DEVELOPMENT

The Board discussed development in the District.

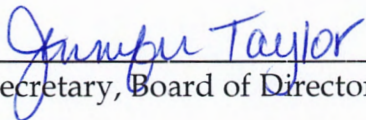
DISCUSS MEETING SCHEDULE

The Board discussed the regular meeting schedule. After discussion, the Board concurred to consider changing the District's regular meeting date at the next meeting.

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

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