

MINUTES
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 503

June 28, 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 28th day of June, 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 Directors Gilligan and Odum, thus constituting a quorum.

Also present at the meeting were Michelle Townes of McCall Gibson Swedlund Barfoot PLLC; Lynn Kurtz of Myrtle Cruz, Inc. ("MCI"); Amanda Benzman of Environmental Development Partners ("EDP"); Brenda McLaughlin of Bob Leared Interests; Robert Atkinson of EHRA Engineering ("EHRA"); 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 May 11, 2023, regular meeting. After review and discussion, Director Carrigan moved to approve the minutes of the May 11, 2023, regular meeting, as submitted. Director Mulroony seconded the motion, which passed unanimously.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Kurtz reviewed the bookkeeper's report, a copy of which is attached, including the bills submitted for the Board's review. The Board discussed check no. 2170, payable to Magna Flow Environmental, Inc., for sludge hauling services. Ms. Benzman stated that the sludge hauling expense should be billed to Harris County

Municipal Utility District No. 500 (“HC 500”), as Master District. The Board directed MCI to void check no. 2170.

Following review and discussion, Director Carrigan moved to approve the bookkeeper’s report and the checks presented for payment, with the exception of check no. 2170. Director Taylor seconded the motion, which passed unanimously.

DISCUSS ASSOCIATION OF WATER BOARD DIRECTORS (“AWBD”) SUMMER CONFERENCE, APPROVE REIMBURSEMENT OF ELIGIBLE EXPENSES, AND AUTHORIZE ATTENDANCE AT WINTER CONFERENCE

The Board discussed the AWBD summer conference and attendance at the winter conference. After discussion, Director Mulroony moved to approve reimbursement of eligible directors’ expenses from the summer AWBD conference, which the bookkeeper confirmed are in compliance with the District’s Travel Reimbursement Guidelines, and authorize any interested directors to attend the AWBD winter conference. Director Taylor seconded the motion, which passed unanimously.

DISCUSS FUNDING REQUEST FROM RENNELL ELEMENTARY SCHOOL PARENT TEACHER ORGANIZATION FOR LANDSCAPE AND PLAYGROUND IMPROVEMENTS

Ms. Carner stated that the Rennell Parent Teacher Organization (“Rennell PTO”) has approached the Towne Lake municipal utility districts requesting a funding contribution for landscape and recreational facility improvements to Rennell Elementary School. She stated that the funding request is currently on hold, pending receipt of a revised funding request from the Rennell PTO. Ms. Carner noted that, if all of the participant districts were in favor, HC 500, as Master District, might consider a funding contribution on behalf of the participant districts. After discussion, the Board concurred to designate Director Mulroony as the District’s representative on a committee of representatives from the other Towne Lake municipal utility districts to coordinate on the funding request.

TAX ASSESSMENT AND COLLECTION MATTERS

Ms. McLaughlin reviewed the tax assessor/collector’s report, a copy of which is attached. She reported that 77.6% of the District’s 2022 taxes have been collected as of May 31, 2023.

Ms. McLaughlin updated the Board on the status of the adjustments to the District’s 2022 certified value by the Harris Central Appraisal District.

Following review and discussion, Director Taylor moved to approve the tax assessor/collector’s report and the checks presented for payment. Director Carrigan

seconded the motion, which passed unanimously.

OPERATION OF DISTRICT FACILITIES

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

Ms. Benzman reported that EDP filed two unauthorized discharge reports in April, 2023, on behalf of HC 500, as Master District, with the Texas Commission on Environmental Quality and Harris County for excursions caused by an incorrect sampler tube placement at HC 500's wastewater treatment plant no. 1.

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

HEARING ON TERMINATION OF WATER AND SEWER SERVICE

Ms. Benzman submitted a list of delinquent accounts to the Board for termination of utility service. She stated that the accounts in question have been given written notification of the opportunity to appear, either in person or in writing, at the Board meeting to contest, explain, or correct the charges, services, or disconnection. Ms. Benzman noted that the accounts listed have neither attended the Board meeting nor contacted her office or the District to contest or explain the charges. After discussion, Director Taylor moved to authorize EDP to proceed with termination of utility service to the delinquent accounts pursuant to the provisions of the District's Rate Order. Director Carrigan seconded the motion, which passed unanimously.

UPDATE ON PREPARATION OF BOND APPLICATION NO. 1

Mr. Atkinson updated the Board on the status of preparation of bond application no. 1.

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 HC 500, as Master District's, UPRR/Highway 290 Project. Ms. Carner updated the Board on the status of agreements with HC 500's funding partners for the project.

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, Ltd. for the Board's approval.

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

DEEDS AND EASEMENTS

There was no discussion on this agenda item.

HC 500 MASTER DISTRICT MATTERS

Mr. Atkinson updated the Board on the status of HC 500, as Master District, projects.

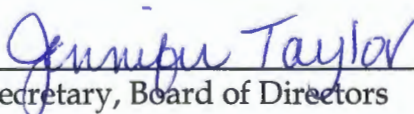
REPORT ON DEVELOPMENT

The Board generally discussed development in Towne Lake.

APPROVE AUDIT FOR FISCAL YEAR END MARCH 31, 2023

Ms. Townes presented the draft District audit for the fiscal year ending March 31, 2023. Following review and discussion, Director Mulroony moved to approve the audit for fiscal year ended March 31, 2023, subject to final review. Director Taylor seconded the motion, which passed unanimously.

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.....	1
Tax assessor/collector's report	2
Operator's report.....	3
Engineer's report.....	3