

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

September 12, 2023

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 12th day of September, 2023, 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 except Director Ottmann, thus constituting a quorum.

Also present at the meeting Jerry Hlozek of Caldwell Companies; JC Reno of Storm Water Solutions, LLC; Leslie Cook of RBC Capital Markets; Eric Steinman of KGA/DeForest Design, LLC ("KGA"); Lynn Kurtz of Myrtle Cruz, Inc.; Amanda Benzman of Environmental Development Partners; J.T. Gaden of EHRA Engineering; and Katie Carner, Allison Leatherwood, and Jennifer Ramirez of Allen Boone Humphries Robinson LLP ("ABHR").

CONVENE IN EXECUTIVE SESSION TO CONSULT WITH ATTORNEY, PURSUANT TO SECTION 551.071, TEXAS GOVERNMENT CODE

The Board convened in Executive Session at 1:26 p.m. pursuant to Section 551.071 of the Texas Government Code to conduct a private consultation with their attorney. Ms. Carner, Ms. Leatherwood, and Ms. Ramirez also were present.

RECONVENE IN OPEN SESSION

The Board reconvened in Open Session at 1:34 p.m. No action was taken by the Board.

Director Spackman left the meeting.

PUBLIC COMMENTS

There were no comments from the public.

## APPROVE MINUTES

The Board reviewed the minutes of the August 8, 2023, regular meeting. After review and discussion, Director Steinberg moved to approve the minutes of the August 8, 2023, regular meeting, as presented. Director Collins seconded the motion, which passed unanimously.

## LANDSCAPE ARCHITECT'S REPORT

Mr. Steinman reviewed the landscape architect's report, a copy of which is attached.

Mr. Steinman updated the Board on the status of construction of the wastewater treatment plant no. 1 landscape improvements. He stated that approximately one third of the new plant material died and KGA is still investigating the cause with the contractor, D.L. Meacham L.P. Mr. Steinman stated that KGA will be holding any new pay estimates until the replacement plant material is established.

Mr. Steinman updated the Board on the preparation of the Amended Master Parks Plan.

Mr. Steinman updated the Board on the status of the appraisal of existing parks and recreational facilities within certain road rights-of-way and adjacent reserves.

After review and discussion, Director Spackman moved to approve the landscape architect's report. 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 stated that Stage 2 of the District's Drought Contingency Plan ("DCP") was initiated on August 18, 2023 and reviewed the notice that was sent to District customers, a copy of which is attached to the operator's report.

Ms. Benzman updated the Board on the installation of a surge protector at wastewater treatment plant no. 1.

Ms. Benzman reported that the installation of a second chlorine system at wastewater treatment plant no. 1, the replacement of the 10" check valve at lift station no. 1, and the repair to blower no. 3 at wastewater treatment plant no. 1 are complete.

After discussion, and based on the operator's recommendation, Director

Steinberg moved to approve the operator's report. Director Collins 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.

After review and discussion, Director Steinberg moved to approve the bookkeeper's report and the payments presented. Director Collins seconded the motion, which passed unanimously.

#### ADOPT RESOLUTION EXPRESSING INTENT TO REIMBURSE

The Board deferred discussion on this agenda item.

#### DISCUSS LAKE MANAGEMENT AND MAINTENANCE

##### WILDLIFE MANAGEMENT, INCLUDING REPORT 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 August, a copy of which is attached.

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

There was no discussion on this agenda item.

##### AMENDMENT TO LAKE RULES, INCLUDING REQUEST FROM TOWNE LAKE COMMUNITY ASSOCIATION ("HOA") AND AMENDMENT TO DISTRICT LAKE RULES

The Board reviewed the updated proposed amendment to the HOA lake rules related to swimming. After review and discussion, Director Quintero moved to approve the proposed amendment to the HOA lake rules. Director Collins seconded the motion, which passed unanimously.

Ms. Carner then reviewed the proposed Amended Resolution Establishing Rules and Regulations Governing the Use of Harris County Municipal Utility District No. 500 Lakes. After review and discussion, Director Quintero moved to adopt the Amended Resolution Establishing Rules and Regulations Governing the Use of Harris County Municipal Utility District No. 500 Lakes and direct that the Resolution be filed appropriately and retained in the District's official records. Director Collins seconded the motion, which passed unanimously.



## ENGINEERING MATTERS

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

### 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 design of the UPRR/Highway 290 project. He stated that EHRA provided the updated project schedule.

The Board reviewed a Reimbursable Agreement with ExxonMobil Pipeline Company LLC for the construction of the joint pipeline relocation in connection with the District's UPRR/Highway 290 project and Harris County's Mound Road project and the payment for same.

The Board reviewed a Joint Interlocal Participation Agreement with Harris County for funding for Harris County's portion of the joint pipeline relocation project.

After review and discussion, Director Steinberg moved to: (1) approve the Reimbursable Agreement with ExxonMobil Pipeline Company LLC; (2) approve the Joint Interlocal Participation Agreement with Harris County, subject to final review, and authorize the Board President to execute the final Agreement; and (3) direct that the documents be filed appropriately and retained in the District's official records. Director Collins seconded the motion, which passed unanimously.

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

Mr. Reno reviewed the report on maintenance of the District's stormwater facilities, a copy of which is attached.

Mr. Reno reviewed two options for rehabilitation of erosion by Tuckerton Bridge. He reviewed a proposal in the amount of \$63,000.00 for the installation of Flexamat. He also reviewed a proposal in the amount of \$45,360.00 for erosion matting and star jasmine planting, which he explained will require future maintenance.

Mr. Reno reviewed a drone inspection report, a copy of which is attached.

After review and discussion, Director Collins moved to approve the proposal in the total amount of \$63,000.00 for the installation of Flexamat. Director Steinberg seconded the motion, which passed unanimously.

## FINANCIAL AND BOOKKEEPING MATTERS (CONT'D)

### ADOPT RESOLUTION EXPRESSING INTENT TO REIMBURSE (CONT'D)

The Board considered adopting a Resolution Expressing Intent to Reimburse for the costs associated with the erosion rehabilitation by Tuckerton Bridge. After review and discussion, Director Collins moved to adopt the Resolution Expressing Intent to Reimburse, subject to final review, and direct that the Resolution be filed appropriately and retained in the District's official records. Director Steinberg seconded the motion, which passed unanimously.

### APPROVE PLANS AND SPECIFICATIONS AND AUTHORIZE ADVERTISEMENT FOR BIDS FOR THE 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. He then requested the Board authorize execution of the permit application to the Texas Commission on Environmental Quality ("TCEQ").

After review and discussion, Director Collins moved to authorize execution of the permit application to the TCEQ. Director Steinberg seconded the motion, which passed unanimously.

### LAKE EROSION REHABILITATION PROJECT

Mr. Gaden updated the Board on the status of design of the lake erosion rehabilitation 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 reviewed and recommended approval of Pay Estimate No. 8 in the amount of \$208,694.58, submitted by C4 Partners.

After review and discussion, Director Collins moved to approve Pay Estimate No. 8 in the amount of \$208,694.58 to C4 Partners, as recommended. Director Steinberg seconded the motion, which passed unanimously.

The Board reviewed a Service Outlet Location and Data Statement for Electric Service agreement for CenterPoint Energy Houston Electric, LLC ("SOL Agreement") to install power for wastewater treatment plant no. 2. After review and discussion, Director Collins moved to approve the SOL Agreement. Director Steinberg seconded the motion, which passed unanimously.



APPROVE PAY ESTIMATES AND CHANGE ORDERS FOR THE BARKER CYPRESS LEFT TURN LANE

Mr. Gaden updated the Board on the status of construction of the Barker Cypress left turn lane project. He had no action items from SAS Concrete Construction, LLC.

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 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 No. 15 in the amount of \$23,039.99, submitted by HCG, LLC.

The Board discussed the delay in the completion of the project. The Board requested that EHRA prepare a detailed project timeline, particularly regarding the cause of the delays in the project's schedule. The Board also considered designating a Board member to be the liaison for matters dealing with the water well no. 1 project.

After review and discussion, Director Collins moved to: (1) approve Pay Estimate No. 15 in the amount of \$23,039.99 to HCG, LLC, as recommended; and (2) designate the Board President, with the Vice President as an alternate, to be the liaison for matters dealing with the water well no. 1 project. Director Steinberg seconded the motion, which passed unanimously.

APPROVE PAY ESTIMATES AND CHANGE ORDERS FOR THE MOUND ROAD EAST UTILITY EXTENSION PROJECT

Mr. Gaden updated the Board on the status of construction of the Mound Road East Utility Extension project. He had no action items from Texasite, LLC.

APPROVE CAPACITY RESERVATIONS AND UTILITY COMMITMENT LETTERS

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 WATER, SEWER, AND DRAINAGE BOND  
APPLICATION NO. 13, AND PARK SURPLUS FUNDS APPLICATION, INCLUDING  
ADOPT RESOLUTION AUTHORIZING APPLICATION TO THE TCEQ FOR USE OF  
SURPLUS FUNDS

Ms. Carner updated the Board on the status of the preparation of water, sewer, and drainage bond application no. 13.

Ms. Carner updated the Board on the status of the preparation of the park surplus funds application. The Board deferred adoption of a Resolution Authorizing Application to the TCEQ for Use of Surplus Funds.

WEST HARRIS COUNTY REGIONAL WATER AUTHORITY MATTERS

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

The Board reviewed correspondence from residents regarding the notices of Stage 1 and Stage 2 drought conditions, copies of which are attached.

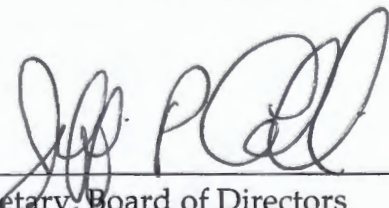
REVIEW AND REVISE ACTION LIST

The Board reviewed the action list and noted items to be included and removed from the list.

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

(SEAL)



  
Secretary, Board of Directors

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