

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

April 9, 2024

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 9th day of April, 2024, at the Lakehouse, 10000 Towne Lake Parkway, Cypress, Texas, outside the boundaries of the District, and the roll was called of the members of the Board:

|                    |                                       |
|--------------------|---------------------------------------|
| Jeffrey 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 Directors Ottmann and Spackman, thus constituting a quorum.

Also present at the meeting were Sergeant Chacun Anderson, Deputy Kimberly Nobles, and Deputy Aaron Herrera of the Harris County Sheriff’s Office (“HCSO”); Bethany Gray of the Towne Lake Community Association, Inc.; Angel Ruvalcaba of KGA/DeForest Design, LLC; Leslie Cook and Larry Liu of RBC Capital Markets; JC Reno of Storm Water Solutions, LLC; Lynn Kurtz of Myrtle Cruz, Inc.; Amanda Benzman of Environmental Development Partners (“EDP”); Kenrick Piercy of EHRA Engineering; Brenda McLaughlin of Bob Leared Interests; and Katie Carner, Allison Leatherwood, and Jennifer Ramirez of Allen Boone Humphries Robinson LLP.

PUBLIC COMMENTS

There were no comments from the public.

CONSENT AGENDA

Director Quintero offered Board members the opportunity to remove items from the Consent Agenda for individual discussion. After discussion, Director Collins moved to approve all items on the Consent Agenda, and direct that, where appropriate, the documents be filed appropriately and retained in the District’s official records, including: (1) the minutes of the March 12, 2024, regular meeting; (2) the bookkeeper’s report; (3) the tax assessor’s report; (4) the operator’s report; and (5) the engineer’s report. Director Steinberg seconded the motion, which passed unanimously. Copies of the bookkeeper’s report, tax assessor’s report, operator’s report, and engineer’s report are attached.

## ITEMS REMOVED FROM THE CONSENT AGENDA

There were no items removed from the Consent Agenda.

## SECURITY MATTERS, INCLUDING REPORT FROM THE HCSO AND SECURITY COMMITTEE

Director Quintero updated the Board on security matters in Towne Lake. She stated there is a Towne Lake/MUD Security Committee meeting later that day.

The Board reviewed correspondence from the HCSO regarding rate increases for the 2024-2025 contract period, effective as of October 1, 2024, a copy of which is attached.

The Board reviewed correspondence from the HCSO regarding the upcoming contract renewals, a copy of which is attached.

## ADDITIONAL FINANCIAL AND BOOKKEEPING MATTERS, INCLUDING ADOPT AMENDED BUDGET FOR FISCAL YEAR END MARCH 31, 2025

There was no discussion on this agenda item.

## ADDITIONAL OPERATIONAL MATTERS

Ms. Benzman requested the Board authorize EDP to conduct a survey of the District's sanitary sewer manholes for a cost of \$1,375.00.

Ms. Benzman updated the Board on the status of installation of electronic smart meters in the District. Ms. Carner then reviewed a draft Resolution Establishing Rules and Regulations Governing the Use of the District's Online Portal System. She reported that notice of the Rules is required to be published following adoption of the same.

Ms. Benzman reported that the District is required to review the District's Identity Theft Prevention Program annually and reviewed the annual report prepared by EDP, a copy of which is attached to the operator's report. She stated that no amendments to the program are recommended at this time.

After review and discussion, Director Collins moved to (1) authorize EDP to conduct a survey of the District's sanitary sewer manholes for a cost of \$1,375.00; (2) adopt the Resolution Establishing Rules and Regulations Governing the Use of the District's Online Portal System and direct that the Resolution be filed appropriately and retained in the District's official records; and (3) approve the annual report on the District's Identity Theft Prevention Program. Director Steinberg seconded the motion, which passed unanimously.

HEARING ON TERMINATION OF WATER AND SEWER SERVICE

There was no discussion on this agenda item.

REVIEW WATER CONSERVATION PLAN; APPROVE ANNUAL REPORT AND WATER CONSERVATION IMPLEMENTATION REPORT; ADOPT ORDER ADOPTING AMENDED AND RESTATED WATER CONSERVATION PLAN

Ms. Carner stated that the Texas Commission on Environmental Quality rules require that the District review and adopt an Amended and Restated Water Conservation Plan prior to May 1, 2024. The Board then reviewed an Amended and Restated Water Conservation Plan.

After review and discussion, Director Collins moved to adopt an Order Adopting Amended and Restated Water Conservation Plan and approve the related annual report, subject to final review, and direct that the documents be filed appropriately and retained in the District’s official records. Director Steinberg seconded the motion, which passed unanimously.

WEST HARRIS COUNTY REGIONAL WATER AUTHORITY MATTERS

There was no discussion on this agenda item.

ADDITIONAL ENGINEERING MATTERS, INCLUDING APPROVE PAY ESTIMATES AND CHANGE ORDERS FOR BARKER CYPRESS UTILITY EXTENSION PHASE 2 PROJECT

Mr. Piercy updated the Board on the status of construction of the Barker Cypress Utility Extension Phase 2 project. He had no action items from Double D Industries.

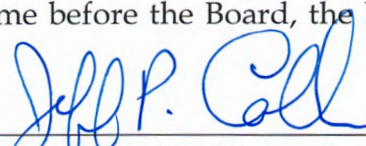
REPORT REGARDING DEVELOPMENT IN THE DISTRICT

There was no discussion on this agenda item.

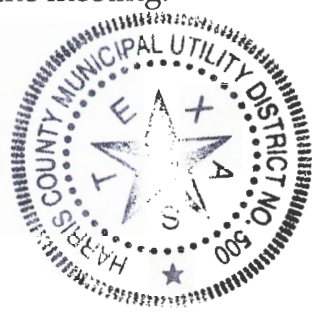
REVIEW AND REVISE ACTION LIST

There was no discussion on this agenda item.

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

  
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Secretary, Board of Directors

(SEAL)



LIST OF ATTACHMENTS TO MINUTES

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| Correspondence from the HCSO regarding contract renewals ..... | 2           |