

MINUTES
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 503

May 23, 2024

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 23rd day of May, 2024, 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 Carrigan and Mulroony, thus constituting a quorum.

Also present at the meeting were Danielle Gonzalez, member of the public; Leslie Cook of RBC Capital Markets; Lynn Kurtz of Myrtle Cruz, Inc.; Amanda Benzman of Environmental Development Partners (“EDP”); Brenda McLaughlin of Bob Leared Interests; Kenrick Piercy of EHRA Engineering; and Katie Carner 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 April 25, 2024, regular meeting. After review and discussion, Director Gilligan moved to approve the minutes of the April 25, 2024, regular meeting, as submitted. Director Odum seconded the motion, which passed unanimously.

2024 DIRECTORS ELECTION

APPROVE AND DISTRIBUTE CERTIFICATES OF ELECTION

The Board considered approving a Certificate of Election, reflecting the election of Jennifer Taylor and Kevin Gilligan to the Board of the District each for a four-year term. After review and discussion, Director Taylor moved to approve the Certificate of Election and the distribution of same to Directors

Taylor and Gilligan, and direct that the Certificate be filed appropriately and retained in the District's official records. Director Odum seconded the motion, which passed unanimously.

APPROVE DIRECTORS' SWORN STATEMENTS AND OATHS OF OFFICE

Ms. Carner reviewed the Sworn Statements and Oaths of Office for Directors Taylor and Gilligan. After review and discussion, Director Taylor moved to approve the Sworn Statements and Oaths of Office for Directors Taylor and Gilligan and direct that the documents be filed appropriately and retained in the District's official records, and that the Oaths of Office be filed with the Secretary of State as required by law. Director Odum seconded the motion, which passed unanimously.

ACCEPT RESIGNATION OF DIRECTOR MULROONY AND APPOINT NEW DIRECTOR

Ms. Carner stated that Sean Mulroony submitted his resignation to the Board. The Board discussed appointing Kelli Odum to fill the vacancy on the Board.

After discussion, Director Taylor moved to: (1) accept the resignation of Director Mulroony; and (2) appoint Kelli Odum to the Board for the remainder of the unexpired term ending May 2, 2026. Director Gilligan seconded the motion, which passed unanimously.

APPROVE SWORN STATEMENT, OFFICIAL BOND, AND OATH OF OFFICE

Ms. Carner reviewed the Sworn Statement and Oath of Office for Director Odum. After review and discussion, Director Taylor moved to approve the Sworn Statement and Oath of Office for Director Odum and direct that the documents be filed appropriately and retained in the District's official records, and that the Oath of Office be filed with the Secretary of State as required by law. Director Gilligan seconded the motion, which passed unanimously.

REORGANIZE BOARD AND AUTHORIZE EXECUTION OF DISTRICT REGISTRATION FORM

The Board considered reorganizing the Board. Following discussion, Director Odum moved to reorganize the Board as follows:

Patrick Carrigan	President
Kevin Gilligan	Vice President
Jennifer Taylor	Secretary
Vacant	Assistant Secretary

Director Gilligan seconded the motion, which passed unanimously.

The Board then considered authorizing filing of an updated District Registration Form with the Texas Commission on Environmental Quality ("TCEQ"), reflecting the new terms of office. Following review and discussion, Director Odum moved to authorize filing of the updated District Registration Form with the TCEQ and direct that the District Registration Form be filed appropriately and retained in the District's official records. Director Gilligan seconded the motion, which passed unanimously.

TEXAS PUBLIC INFORMATION ACT TRAINING

Ms. Carner discussed the Texas Public Information Act ("TPIA") and noted that the Texas Legislature has made it explicit that officers and employees of governmental entities are temporary custodians of public information. She distributed a memorandum regarding Texas Open Meetings Act ("TOMA") and TPIA training requirements, noted that all Directors have previously completed TOMA training, and encouraged the Board to receive TPIA training as soon as possible and forward their certificate of completion to ABHR for inclusion in the District's permanent records.

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.

Following review and discussion, Director Gilligan moved to approve the bookkeeper's report and the checks presented for payment. Director Odum seconded the motion, which passed unanimously.

DISCUSS SECURITY MATTERS, INCLUDING POTENTIAL CONTRIBUTION TO TOWNE LAKE COMMUNITY ASSOCIATION ("HOA") SUPPLEMENTAL LAW ENFORCEMENT CONTRACT WITH HARRIS COUNTY SHERIFF'S OFFICE ("HCSO")

Ms. Carner reported that the Towne Lake/Security Committee is discussing the renewal of the law enforcement contracts with HCSO and the HCSO has recommended to increase the total number of Towne Lake deputies from 5 to 6 officers. Ms. Carner stated that the Towne Lake/Security Committee inquired if the District would be willing to contribute to the cost of an additional deputy at 70% coverage, to be added to the HOA's law enforcement contract with the HCSO.

The Board then considered contributing 50% to the total cost for an additional deputy and reviewed correspondence from the HCSO regarding the contract rates for the fiscal year 2025 renewal, a copy of which is attached.

After review and discussion, Director Odum moved to authorize a one-time payment to the HOA in the amount of \$43,435.00 for 50% of the total cost of one HCSO deputy, to be documented by a mutually agreeable Cost Sharing Agreement, for the County's fiscal year ending September 30, 2025. Director Taylor seconded the motion, which passed unanimously.

TRAVEL REIMBURSEMENT GUIDELINES AND DIRECTOR EXPENSES FOR THE ASSOCIATION OF WATER BOARD DIRECTORS ("AWBD") SUMMER CONFERENCE

There was no discussion on this agenda item.

TAX ASSESSMENT AND COLLECTION MATTERS

Ms. McLaughlin reviewed the tax assessor/collector's report, a copy of which is attached, and stated that 97.9% of the District's 2023 taxes had been collected as of April 30, 2024. She stated that the District's 2024 preliminary assessed value is approximately \$113 million.

Following review and discussion, Director Taylor moved to approve the tax assessor/collector's report and the checks presented for payment. Director Odum 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 reviewed an abandoned account with an outstanding balance in excess of \$25.00 and requested authorization to turn over the account to a collection agency to pursue collection.

Ms. Benzman stated that a Consumer Confidence Report ("CCR") is not required for 2023.

Ms. Benzman updated the Board on the status of the Harris County Municipal Utility District No. 500 ("HC 500"), as Master District, facilities after the extreme weather event on May 16, 2024.

Following review and discussion, Director Gilligan moved to (1) approve the operator's report; and (2) authorize EDP to turn over the recommended account with an outstanding balance in excess of \$25.00 to a collection agency. Director Taylor 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 EDP's office or the District to contest or explain the charges. After discussion, Director Gilligan 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 Taylor seconded the motion, which passed unanimously.

ENGINEERING MATTERS

Mr. Piercy reviewed the engineer's report, a copy of which is attached.

AGREEMENTS AND CONSTRUCTION CONTRACTS

There was no discussion on this agenda item.

REPORT ON UPRR/HIGHWAY 290 PROJECT

Mr. Piercy and Ms. Carner updated the Board on the status of HC 500, as Master District's, UPRR/Highway 290 Project.

UPDATE ON BOND APPLICATION NO. 1

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

DEEDS AND EASEMENTS

There was no discussion on this agenda item.

HC 500 MASTER DISTRICT MATTERS

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

Ms. Carner updated the Board on HC 500's, as Master District, lake erosion rehabilitation project and preparation of the second park bond application.

REPORT ON DEVELOPMENT

Mr. Piercy updated the Board on the status of development in Towne Lake.

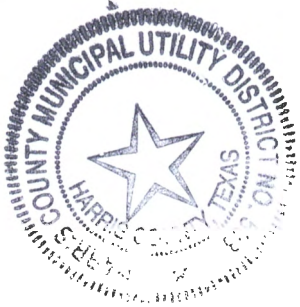
UPDATE ON DISTRICT WEBSITE

The Board reviewed the draft District website. After discussion, the Board concurred to approve the website to go live, subject to final review by the District's consultants.

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


Asst. Secretary, Board of Directors

(SEAL)



LIST OF ATTACHMENTS TO MINUTES

	Minutes
	<u>Page</u>
Bookkeeper's report.....	3
Correspondence from the HCSO.....	3
Tax assessor/collector's report	4
Operator's report.....	4
Engineer's report.....	5