

MINUTES  
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 503

May 22, 2025

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 22<sup>nd</sup> day of May, 2025, 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:

Jennifer Taylor	President
Kevin Gilligan	Vice President
Kelli Odum	Secretary
Ryan Schilhab	Assistant Secretary
Danielle Gonzalez	Asst. Vice President/ Asst. Secretary

and all of the above were present except Director Odum, thus constituting a quorum.

Also present at the meeting were Lynn Kurtz of Myrtle Cruz, Inc.; Brenda McLaughlin of Bob Leared Interests; Wendy Duncan of Inframark Water & Infrastructure Services ("Inframark"); Kenrick Piercy of EHRA Engineering; and Allison Leatherwood and Franky Wallace 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 23, 2025, regular meeting. After review and discussion, Director Gonzalez moved to approve the minutes of the April 23, 2025, regular meeting, as submitted. Director Taylor 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. Following review and discussion, Director Gilligan moved to approve the bookkeeper's report, and the checks presented for payment. Director Schilhab seconded the motion, which passed unanimously.

## TRAVEL REIMBURSEMENT GUIDELINES AND ASSOCIATION OF WATER BOARD DIRECTORS ("AWBD") SUMMER CONFERENCE

Ms. Leatherwood discussed the District's Travel Reimbursement Guidelines in connection with the upcoming AWBD summer conference, and discussion ensued regarding specific expenses eligible and ineligible for the conference.

## TAX ASSESSMENT AND COLLECTION MATTERS

Ms. McLaughlin reviewed the tax assessor/collector's report, a copy of which is attached, and stated that 98.883% of the District's 2024 taxes had been collected as of April 30, 2025. Following review and discussion, Director Gilligan moved to approve the tax assessor/collector's report, and the checks presented for payment. Director Gonzalez seconded the motion, which passed unanimously.

## OPERATION OF DISTRICT FACILITIES

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

Ms. Duncan stated there was one permit excursion at the wastewater treatment plant, which is further detailed in the operator's report.

## CONSUMER CONFIDENCE REPORT ("CCR")

Ms. Duncan stated that a CCR is not required for 2024.

## HEARING ON TERMINATION OF WATER AND SEWER SERVICE

Ms. Duncan 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. Duncan noted that the accounts listed have neither attended the Board meeting nor contacted Inframark's office or the District to contest or explain the charges.

Following review and discussion, Director Gonzalez moved to (1) approve the operator's report; and (2) authorize Inframark 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

There was no discussion on this agenda item.

DEEDS AND EASEMENTS

There was no discussion on this agenda item.

HC 500 MASTER DISTRICT MATTERS

Mr. Piercy and Ms. Leatherwood updated the Board on the status of HC 500, as Master District, projects as detailed in the engineering report.

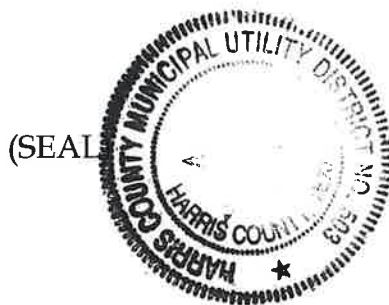
REPORT ON DEVELOPMENT

There was no discussion on this matter.

MEETING SCHEDULE

The Board concurred to hold its next regular Board meeting on Thursday, June 26, 2025, at 2:00 p.m. at the offices of ABHR.

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



  
Secretary, Board of Directors

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