

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

May 13, 2025

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 13<sup>th</sup> day of May, 2025, 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:

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, thus constituting a quorum.

Also present at the meeting were Lydia Morgan, member of the public; Danielle Gonzalez, Director of Harris County Municipal Utility District No. 503; Sergeant David Bruce and Deputy Mo Abusnineh of Harris County Sheriff’s Office (“HCSO”); Mike Harrington of American Enerpower; Jennifer Vossler of McCall Gibson Swedlund Barfoot Ellis PLLC; Leslie Cook of RBC Capital Markets; Michael Crahan of Caldwell Companies; Angel Ruvalcaba of KGA/DeForest Design, LLC; Erik Scott of Storm Water Solutions, LLC; Lynn Kurtz of Myrtle Cruz, Inc.; Amanda Benzman of Inframark Water & Infrastructure Services (“Inframark”); Kenrick Piercy of EHRA Engineering; Brenda McLaughlin of Bob Leared Interests (“BLI”); and Katie Carner, Allison Leatherwood, and Jennifer Ramirez of Allen Boone Humphries Robinson LLP (“ABHR”).

PUBLIC COMMENTS

There were no comments from the public.

CONSENT AGENDA

Director Ottmann offered Board members the opportunity to remove items from the Consent Agenda for individual discussion. Director Ottmann requested that item 2.f. be removed from the Consent Agenda. After discussion, Director Quintero moved to approve all items on the Consent Agenda with the exception of item 2.f., and direct that, where appropriate, the documents be filed appropriately and retained in the District’s official records, including: (1) the minutes of the April 8, 2025, regular meeting; (2) the bookkeeper’s report; (3) authorizing payment of up to four per diems, reimbursement of hotel expenses for a maximum of three nights, and reimbursement

for reasonable and necessary meals for Board members attending the Association of Water Board Directors summer conference, all to be submitted in accordance with the Travel Reimbursement Guidelines; (4) the tax assessor's report; (5) the operator's report; (6) approving the Consumer Confidence Report ("CCR") and authorizing distribution of the CCR to District customers and filing the certificate of delivery with the Texas Commission on Environmental Quality ("TCEQ"); and (7) 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

### WEBSITE AND COMMUNICATION MATTERS

Director Ottmann stated that he reviewed the District's website and had some recommended changes to improve the site, including an updated map, improvements to the contact page, and including information on current projects on the home page. He also recommended the Board post a Master District year-in-review article. In response to an inquiry from the Board, Ms. Leatherwood confirmed that the Towne Lake landing page with an interactive map is operational and located at <https://www.townelakemuds.org/>.

After discussion, the Board concurred to authorize Director Ottmann to work with ABHR and the District's website vendor on updates to the District's website, including preparation of the year-in-review article.

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

Director Ottmann stated that a representative of the H. Towne Lake Community Association ("Heritage HOA") has requested to receive the monthly security reports. After discussion, the Board concurred to deny the request from the Heritage HOA, noting that a high-level summary can be provided by the Towne Lake/MUD Security Committee in lieu of the complete security report. Ms. Carner noted that, in the event the Heritage HOA determined to contribute to the cost of the HCSO contract and joined the Security Committee, they would be provided with a copy of each monthly security report.

Ms. Morgan updated the Board on security matters in Towne Lake.

### ADDITIONAL FINANCIAL AND BOOKKEEPING MATTERS

There was no discussion on this agenda item.

### DELINQUENT TAX REPORT

The Board reviewed a delinquent tax report from Perdue, Brandon, Fielder, Collins & Mott L.L.P. regarding the status of the District's delinquent tax accounts, a copy of which is attached. The Board requested that BLI prepare a list of recommended accounts to move to the uncollectible roll for the Board's consideration at the next regular meeting.

The Board reviewed correspondence from the Harris Central Appraisal District ("HCAD"), a copy of which is attached, regarding the requirement for a written request from a conservation and reclamation district in order for conservation and reclamation districts to nominate candidates or vote in HCAD's 2026 Board of Directors Appointment Process. After review and discussion, Director Collins moved to authorize Director Ottmann to execute a letter, to be delivered to the HCAD Chief Appraiser, reflecting such a request. Director Quintero seconded the motion, which passed unanimously.

### ADDITIONAL OPERATIONAL MATTERS

There was no discussion on this agenda item.

### HEARING ON TERMINATION OF WATER AND SEWER SERVICE

There was no discussion on this agenda item.

### WEST HARRIS COUNTY REGIONAL WATER AUTHORITY MATTERS

There was no discussion on this agenda item.

### APPROVE ANNUAL REPORT ON IMPLEMENTATION OF WATER CONSERVATION PLAN ("WCP")

Ms. Benzman reviewed the WCP annual report with the Board. After review and discussion, Director Spackman moved to approve the WCP annual report and direct that the report be filed appropriately and retained in the District's official records. Director Steinberg seconded the motion, which passed unanimously.

### ADDITIONAL ENGINEERING MATTERS

There was no discussion on this agenda item.

### REPORT REGARDING DEVELOPMENT IN THE DISTRICT

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

DISCUSS 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.

(SEAL)



  
Secretary, Board of Directors

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