

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

December 9, 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 9<sup>th</sup> day of December, 2025, 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, thus constituting a quorum.

Also present at the meeting were Danielle Gonzalez, Director of Harris County Municipal Utility District No. 503; Lynn Kurtz of Myrtle Cruz, Inc.; Amanda Benzman of Inframark Water & Infrastructure Services ("Inframark"); Jack W. Higdon of Blank Rome LLP; Erik Scott and Garrett McCray of Storm Water Solutions, LLC ("SWS"); Kenrick Piercy of EHRA Engineering ("EHRA"); Angel Ruvalcaba of KGA/DeForest Design, LLC ("KGA"); Michael Crahan of Caldwell Companies; and Katie Carner, 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 November 11, 2025, regular meeting. After review and discussion, Director Quintero moved to approve the minutes of the November 11, 2025, regular meeting, as presented. Director Spackman 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.

Ms. Kurtz noted that check no. 6418 in the amount of \$236.29, payable to Director Ottmann, is being presented for approval but is not included in the report.

After review and discussion, Director Spackman moved to approve the bookkeeper's report and payment of the bills, including check no. 6418, as detailed above. Director Quintero 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 reported on a correction to the report. She stated that the wastewater treatment plant #1 is operating at 73% of its design flow.

Ms. Benzman updated the Board on the damage to a resident's driveway caused by the emergency manhole rehabilitation on S. Frio River Circle. She presented three proposals to repair the resident's driveway for the Board's consideration. The Board discussed the resident's inquiry about potential compensation in lieu of the District making the repairs.

Ms. Benzman updated the Board on the emergency rehabilitation of the 35 manholes. She presented two bids for the rehabilitation of the 35 manholes, including resealing and the application of chemical lining protection, for the Board's consideration, copies of which are attached to the operator's report. The Board determined that E-dustrial is a responsible bidder whose bid would result in the best and most economical completion of the project.

After review and discussion, Director Quintero moved to (1) approve the operator's report; (2) authorize the District to reimburse the resident in an amount not to exceed \$53,000 for the driveway repairs, subject to the residents execution of an acceptable receipt and release; and (3) award the contract to E-dustrial for the resealing and application of the chemical lining protection for the 35 manholes for an amount of \$112,207.50, and subject to approval of the payment and performance bonds and review of the certificate(s) of insurance and endorsements, if any, provided by the contractor. Director Collins seconded the motion, which passed unanimously.

#### 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 November, a copy of which is attached.

## EROSION, DREDGING, AND WATER QUALITY

There was no discussion on this agenda item.

## REPORT FROM THE TOWNE LAKE COMMUNITY ASSOCIATION ("HOA") REGARDING LAKE AND LANDSCAPE MAINTENANCE MATTERS

The Board reviewed the Lake Management reports, copies of which are attached.

## DISCUSS DISTRICT LAKE RULES AND, IF APPROPRIATE, ENAGE SPECIAL COUNSEL

The Board deferred discussion on this item to executive session.

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

The Board convened in Executive Session at 12:52 p.m. pursuant to Section 551.071 of the Texas Government Code to conduct a private consultation with their attorney. Mr. Higdon, Ms. Carner, Ms. Leatherwood, and Ms. Wallace also were present.

Mr. Higdon exited the Executive Session at 1:14 p.m.

## RECONVENE IN OPEN SESSION

The Board reconvened in Open Session at 1:22 p.m.

## DISCUSS LAKE MANAGEMENT AND MAINTENANCE (CON'T)

### DISCUSS DISTRICT LAKE RULES (CON'T)

Director Spackman moved to authorize Mr. Higdon to send additional correspondence to a property owner regarding enforcement of the District's Lake Rules and Rate Order, as discussed in Executive Session. Director Quintero seconded the motion, which passed unanimously.

## REPORT ON STORMWATER FACILITIES MAINTENANCE AND REPAIRS

Mr. Scott reviewed the report on maintenance of the District's stormwater facilities prepared by SWS, a copy of which is attached.

Mr. Scott presented a proposal for clean out of the Towne Lake Commons Section 1 storm unit in the amount of \$4,582. Following review and discussion, Director

Spackman moved to approve the proposal for the clean out of the Barker Cypress storm unit in the amount of \$4,582. Director Collins seconded the motion, which passed unanimously.

#### ENGINEERING MATTERS

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

#### GRADE SEPARATION AT UNION PACIFIC RAILROAD AND INTERSECTION IMPROVEMENTS AT HIGHWAY 290 ("UPRR/HIGHWAY 290 PROJECT")

Mr. Piercy and Ms. Carner updated the Board on the status of design of the UPRR/Highway 290 project, including the project advertisement schedule. The Board discussed updated information about the UPRR/Highway 290 project. Ms. Carner stated that TxDOT has requested the District's consent to an aesthetic treatment for the underpass walls, as included in the project plans. Discussion ensued.

Following review and discussion, Director Spackman moved to authorize Director Collins to consent to the aesthetic treatment for the underpass walls for the UPRR/Highway 290 project. Director Quintero seconded the motion, which passed unanimously.

#### AUTHORIZE DESIGN, APPROVE PLANS AND SPECIFICATIONS, AND AUTHORIZE ADVERTISEMENT FOR BIDS

#### RESERVOIR DREDGING PROJECT

Mr. Piercy stated that EHRA has started designing the reservoir dredging project and is coordinating with the other participating entities regarding cost sharing for their respective portions of the project.

#### LIFT STATION NO. 1 REHABILITATION PROJECT

Mr. Piercy stated that EHRA is completing the design for the lift station no. 1 rehabilitation project.

#### ASHER TRAILHEAD AT TOWNE LAKE IMPROVMENTS

Mr. Piercy stated that EHRA is working on the revised design for this project.

## GEOGRAPHIC INFORMATION SYSTEM ("GIS") MAPPING

Mr. Piercy updated the Board on the status of the GIS mapping.

## APPROVE PAY ESTIMATES, CHANGE ORDERS, AND FINAL ACCEPTANCE OF PROJECTS

WASTEWATER TREATMENT PLANT NO. 1 EMERGENCY GENERATOR

Mr. Piercy provided an update on the installation of the wastewater treatment plant no. 1 emergency generator. He then reviewed and recommended approval of Pay Estimate No. 3 in the amount of \$354,152.68 payable to McDonald Municipal Industrial. Mr. Piercy also reviewed and recommended approval of Change Order No. 2 to the contract with McDonald Municipal Industrial extending the contract time by 30 days. The Board determined that Change Order No. 2 is beneficial to the District. Following review and discussion, based on the engineer's recommendation, Director Spackman moved to (1) approve Pay Estimate No. 3 in the amount of \$354,152.68; and (2) approve Change No. 2 to extend the contract time with McDonald Municipal Industrial by 30 days. Director Quintero seconded the motion, which passed unanimously.

## HOODED GREENHOUSE ROAD LEFT TURN LANE SOUTH OF CYPRESS NORTH HOUSTON

Mr. Piercy provided an update on status of the construction for the Greenhouse Road Hooded Left Turn Lane. He then reviewed and recommended approval of Pay Estimate No. 1 in the amount of \$152,804.25 payable to Beyer Construction, LLC. Following review and discussion, Director Spackman moved, based on the engineer's recommendation, to approve Pay Estimate No. 1, payable to Beyer Construction, LLC, in the amount of \$152,804.25 for the Greenhouse Road Hooded Left Turn Lane project. Director Quintero seconded the motion, which passed unanimously.

## WASTEWATER TREATMENT PLANT NO. 1 EXPANSION, PHASE 4 AND ACCESS ROAD IMPROVEMENTS

Mr. Piercy stated EHRA is preparing for the preconstruction meeting on December 11, 2025, for the wastewater treatment plant no. 1 expansion, phase 4 project.

## INTERLOCAL AGREEMENT WITH HARRIS COUNTY PRECINCT 3

Mr. Piercy stated that Harris County Precinct 3 has approved the District's funding request for Towne Lake Parkway sidewalk project and noted that EHRA has coordinated with KGA to provide a design proposal. He stated the draft Interlocal Agreement has not yet been received from Harris County.

## DISCUSS OPTIONS FOR WATER REUSE, INCLUDING REPORT FROM REUSE COMMITTEE

Mr. Piercy stated that EHRA is continuing to coordinate with the Texas Commission on Environmental Quality regarding potential reclaimed water projects.

## APPROVE CAPACITY RESERVATIONS AND UTILITY COMMITMENT LETTERS

There was no discussion on this agenda item.

## RECEIVE ESTIMATES FROM PARTICIPANT DISTRICTS REGARDING MONTHLY WATER AND SEWER DEMANDS, NUMBER OF NEW CONNECTIONS, AND AMOUNT OF RESERVED CONNECTIONS FOR THE UPCOMING FISCAL YEAR

Mr. Piercy stated that EHRA is working on preparing the projected number of new connections for the Participant districts for the upcoming year and will present the report on same next month.

## CONVEYANCE OF EASEMENTS/DEEDS; ABANDONMENT OF EASEMENT; CONSENTS TO ENCROACHMENT

There was no discussion on this agenda item.

## UPDATE ON PREPARATION OF PARK BOND APPLICATION NO. 2

Ms. Carner updated the Board on the status of the park bond application no. 2.

## WEST HARRIS COUNTY REGIONAL WATER AUTHORITY MATTERS

There was no discussion on this agenda item.

## LANDSCAPE ARCHITECT'S REPORT

Mr. Ruvalcaba reviewed the landscape architect's report prepared by KGA, a copy of which is attached.

Mr. Ruvalcaba then requested the Board approve the Greenhouse Road landscaping rehabilitation final invoice in the amount of \$15,881.25, submitted by Jinco Landscape Irrigation. Following review and discussion, Director Spackman moved to approve the final invoice in the amount of \$15,881.25, submitted by Jinco Landscape Irrigation. Director Quintero seconded the motion, which passed unanimously.

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

There was no discussion on this agenda item.

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)



  
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Secretary, Board of Directors

LIST OF ATTACHMENTS TO MINUTES

	Minutes
	<u>Page</u>
Bookkeeper's Report.....	1
Operator's Report.....	2
Report from AAAC.....	2
Lake Management Reports.....	3
Storm Water Solutions' Report .....	3
Engineer's Report.....	4
Landscape Architect's Report .....	6