

MINUTES
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 503

January 29, 2026

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 29th day of January, 2026, 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 for Directors Taylor and Gilligan, thus constituting a quorum.

Also present at the meeting were TJ Florete, a resident of the District; Lynn Kurtz of Myrtle Cruz, Inc.; Brenda McLaughlin of Bob Leared Interests ("BLI"); Amanda Benzman of Inframark Water & Infrastructure Services ("Inframark"); Kenrick Piercy of EHRA Engineering; Linda Castro of Off Cinco; Michael Crahan of Caldwell Companies; 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 October 23, 2025, regular meeting. After review and discussion, Director Schilhab moved to approve the minutes of the October 23, 2025, regular meeting, as submitted. Director Gonzalez seconded the motion, which passed unanimously.

DIRECTOR MATTERS

RESIGNATION OF DIRECTOR TAYLOR AND APPOINT NEW DIRECTOR

Ms. Leatherwood stated Director Taylor has submitted her resignation from the Board of Directors. Ms. Leatherwood then introduced TJ Florete to the Board and stated he is interested in serving on the Board of Directors.

APPROVE SWORN STATEMENT, OFFICIAL BOND, AND OATH OF OFFICE

Ms. Leatherwood stated that Mr. Florete must execute a Sworn Statement, Official Bond, and Oath of Office as required by the Texas Constitution and Texas Water Code.

RE-ORGANIZE THE BOARD OF DIRECTORS AND AUTHORIZE EXECUTION OF DISTRICT REGISTRATION FORM

The Board then considered reorganizing the Board. After discussion, the Board concurred to reorganize the Board as follows:

Danielle Gonzalez	President
Kevin Gilligan	Vice President
Ryan Schilhab	Secretary
TJ Florete	Assistant Secretary
Kelli Odum	Asst. Vice President/ Asst. Secretary

Ms. Leatherwood stated the District Registration Form must be filed with the Texas Commission on Environmental Quality ("TCEQ") to show the new slate of officers.

TEXAS OPEN MEETINGS ACT TRAINING AND PUBLIC INFORMATION ACT TRAINING

Ms. Leatherwood next distributed and reviewed a memorandum regarding Texas Open Meetings Act and Public Information Act training requirements for Directors and encouraged Mr. Florete to receive his training as soon as possible and forward his certificate of completion to ABHR for inclusion in the District's permanent records.

CONFLICT OF INTEREST DISCLOSURES

Ms. Leatherwood next reviewed with the Board legislation enacting Chapter 176 of the Texas Local Government Code, which requires directors and consultants to disclose certain conflicts of interest. Ms. Leatherwood reviewed with the Board the forms adopted by the Texas Ethics Commission for making disclosures under Chapter 176 and noted that the forms are required to be filed with the records administrator for the District. Ms. Leatherwood encouraged Mr. Florete to contact ABHR if assistance is needed in determining whether a conflict requires disclosure or in making a required disclosure.

Following discussion, Director Gonzalez moved to (1) accept the resignation of Director Taylor and appoint Mr. Florete to the Board of Directors; (2) approve Mr. Florete's Sworn Statement, Official Bond, and Oath of Office, and direct that they be filed

and retained in the District's official records and that the Oath of Office be filed with the Secretary of State of the State of Texas; and (3) authorize ABHR to file the District Registration Form with the TCEQ. Director Odum seconded the motion, which carried unanimously

2026 DIRECTORS ELECTION

Ms. Leatherwood discussed procedures related to the 2026 Directors Election. She reviewed a Resolution Designating an Agent of the Secretary of the Board of Directors during the 2026 Directors Election Period.

Ms. Leatherwood reported on requirements to post a Notice of Deadline to File Applications for Place on the Ballot ("Notice of Deadline") for the 2026 Directors Election.

Ms. Leatherwood discussed exemptions from using electronic voting systems during the 2026 Directors Election due to the cancellation of the District's previous election.

The Board discussed pay for election officials during the 2026 Directors Election.

Ms. Leatherwood reviewed an Order Calling Directors Election.

Ms. Leatherwood discussed that Notice of Election may be required to be posted or published and provided to the County Clerk and Voter Registrar of the County.

Following discussion, Director Schilhab moved to: (1) adopt a Resolution Designating an Agent of the Secretary of the Board During the 2026 Directors Election Period appointing Franky Wallace as the agent of the Secretary of the Board of Directors to perform the duties of the District's Directors Election, authorize the agent to post the related notice as required, and direct that the Resolution be filed appropriately and retained in the District's official records; (2) authorize the Secretary's agent to post the Notice of Deadline as required; (3) authorize the Secretary's agent to publish Notice of Exemption in a newspaper of general circulation, if necessary; (4) set the pay for election officials at \$20.00 per hour; (5) adopt the Order Calling Directors Election and direct that the Order be filed appropriately and retained in the District's official records; and (6) authorize the Secretary's agent to post or publish and provide to the County Clerk and Voter Registrar Notice of Election, if required, and to direct that the Notice be filed appropriately and retained in the District's official records. Director Gonzalez seconded the motion, which passed unanimously.

SECURITY MATTERS

The Board discussed security matters in Towne Lake.

FINANCIAL AND BOOKKEEPING MATTERS, INCLUDING DISCUSS ATTENDANCE AT MASTER DISTRICT BUDGET WORKSHOP

Ms. Kurtz reviewed the bookkeeper's report, a copy of which is attached, including the bills submitted for the Board's review.

Ms. Leatherwood stated that Harris County Municipal Utility District No. 500 ("HC 500"), as Master District, has scheduled a budget workshop on February 11, 2026, for up to two representatives of each Participant district to attend to discuss the Master District's draft budget for fiscal year ending March 31, 2027. After discussion, the Board concurred to designate Directors Gonzalez and Florete as the District's representatives for the Master District budget workshop.

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

ACCEPT ANNUAL DISCLOSURE STATEMENTS FOR INVESTMENT OFFICER AND BOOKKEEPER

Ms. Leatherwood stated that in accordance with the District's Investment Policy, the District's Bookkeeper and the District's Investment Officer, are required to execute Disclosure Statements that disclose any relationships with banks and brokers who seek to sell investments to the District. She added that the Disclosure Statements will be filed with the Texas Ethics Commission. Following review and discussion, Director Schilhab moved to accept the Disclosure Statements pursuant to the District's Investment Policy and the Public Funds Investment Act and direct that the statements be filed appropriately and retained in the District's official records. Director Gonzalez seconded the motion, which passed unanimously.

ANNUAL REPORT REGARDING POST-ISSUANCE COMPLIANCE POLICY

Ms. Leatherwood reported on the District's compliance activities during the prior calendar year related to bond financings. She stated that no corrective action is required at this time.

ASSOCIATION OF WATER BOARD DIRECTORS ("AWBD") CONFERENCE

The Board discussed the AWBD winter conference. The Board then considered authorizing attendance at the summer conference. After discussion, Director Schilhab moved to approve reimbursement of all eligible expenses for Directors who attended the winter conference, which the bookkeeper confirmed were submitted in accordance with the District's guidelines, and to authorize attendance of any interested Directors at the summer conference. Director Gonzalez seconded the motion, which carried

unanimously.

TAX ASSESSMENT AND COLLECTION MATTERS

Ms. McLaughlin reviewed the tax assessor/collector's reports for October, November, and December 2025, copies of which are attached, and stated that 100% of the District's 2024 taxes had been collected as of December 31, 2025. Following review and discussion, Director Schilhab moved to approve the tax assessor/collector's report, and the checks presented for payment. Director Florete seconded the motion, which passed unanimously.

ADOPT RESOLUTION REQUESTING APPRAISAL OF PROPERTY AND CERTIFICATE OF ESTIMATED APPRAISED VALUE

The Board discussed adopting a Resolution Requesting Appraisal of Property and Certificate of Estimated Appraised Value as of January 1, 2026. After discussion, Director Gonzalez moved to adopt the Resolution Requesting Appraisal of Property and Certificate of Estimated Appraised Value and direct that the Resolution be filed appropriately and retained in the District's official records. 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. She then reviewed the maintenance items and repairs performed in the District.

The Board reviewed a letter from Best Trash, a copy of which is attached, reflecting the annual consumer price index ("CPI") adjustment to the District's monthly rate for garbage and recycling services pursuant to the terms of the Agreement for Recycle and Solid Waste Collection and Disposal Service. The CPI adjustment will increase the District's garbage and recycling rate by 5.2% to \$27.45 per month per residence, effective as of the November billing cycle. The Board considered amending the District's Rate Order to pass through the increased expense. After discussion, the Board concurred to take no action on the District's Rate Order.

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

Ms. Benzman presented and reviewed a proposal for fire hydrant repairs and maintenance, a copy of which is attached to the operator's report.

HEARING ON TERMINATION OF WATER AND SEWER SERVICE

The Board discussed the high number of delinquent accounts. Ms. Benzman explained that the increase is due to the transition to the new payment system.

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 Inframark's office or the District to contest or explain the charges.

Following review and discussion, Director Schilhab moved to (1) approve the operator's report; (2) approve the proposal to make the necessary repairs to fire hydrants for a total of \$7,310.00; and (3) authorize Inframark to proceed with termination of utility service to the delinquent accounts pursuant to the provisions of the District's Rate Order. Director Gonzalez seconded the motion, which passed unanimously.

ENGINEERING MATTERS

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

Mr. Piercy updated the Board on the geographic information system mapping for the District.

HC 500 (MASTER DISTRICT) MATTERS

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

Ms. Benzman updated the Board of the manhole failure along S. Frio River Circle in Harris County Municipal Utility District No. 501.

WEST HARRIS COUNTY REGIONAL WATER AUTHORITY ("WHCRWA") MATTERS

APPROVE COMPLETION AND SUBMITTAL OF WATER USAGE REPORTING FORM TO THE WHCRWA

Ms. Leatherwood reported the District is required to file a Water Usage Reporting Form to the WHCRWA by March 1, 2026.

ADOPT RESOLUTION NOMINATING CANDIDATE TO SERVE AS A DIRECTOR ON THE BOARD OF DIRECTORS OF THE WHCRWA DIRECTOR PRECINCT NO. 5

Ms. Leatherwood presented a Resolution Nominating Candidate to Serve as a Director on the Board of Directors of the WHCRWA Director Precinct No. 5. She stated if the Board desires to nominate a candidate to serve as director for

Director Precinct No. 5, the District is required to nominate a person by resolution and to submit the name of the candidate to the presiding officer of the WHCRWA by February 15, 2026.

Following discussion, Director Odum moved to authorize the District's operator to prepare and submit the Water Usage Reporting Form to the WHCRWA; and nominate Karla Cannon to serve as the director for Director Precinct No. 5 of the WHCRWA. Director Schilhab seconded the motion, which passed by unanimous vote.

WEBSITE MATTERS, INCLUDING PROPOSAL FOR TEXT ALERT SYSTEM AND AUTHORIZE APPROPRIATE ACTION

Ms. Castro presented and reviewed Off Cinco's proposal for text message alerts. She responded to the Board's questions and comments. A copy of the proposal is attached. Following review and discussion, Director Gonzalez moved to approved Off Cinco's proposal, as discussed. Director Odum seconded the motion, which passed unanimously.

REPORT ON DEVELOPMENT

Mr. Crahan reported on development in the District.

MEETING SCHEDULE

The Board concurred to change its meeting schedule to the first Monday of each month at 10:00 a.m., to be held at the offices of ABHR. Accordingly, the Board will hold its next regular meeting on Monday, March 2, 2026, at 10:00 a.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

(SEAL)



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