

MINUTES
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 504

August 1, 2025

The Board of Directors (the "Board") of Harris County Municipal Utility District No. 504 (the "District") met in regular session, open to the public, on the 1st day of August, 2025, at the offices of Allen Boone Humphries Robinson LLP, 3200 Southwest Freeway, Suite 2400, Houston, Texas, outside the boundaries of the District, and by videoconference, with access available to the public, pursuant to Chapter 551.127 of the Texas Government Code, and the roll was called of the members of the Board present in person:

John Hernandez	President
Ebony McGowen	Vice President
Kedrin Bell	Secretary
Anthony Turner	Assistant Secretary
Kimberly Badu	Assistant Vice President

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

Also present at the meeting were Josh LaMartina of TBG Partners ("TBG"); Jenna Craig of Touchstone District Services ("Touchstone"); Paul Schneider, director of Harris County Municipal Utility District No. 412 ("HC 412"); Christina Ferguson of Myrtle Cruz, Inc.; Sergeant Blake Elmer of Harris County Constable's Office ("HCCO"); Chip Patronella of Champions Hydro-Lawn, Inc. ("Champions"); Kevin Gilligan, Ryan Lesikar, Scott Flower, and Kaela Demmerle of BGE, Inc. ("BGE"); Melanie Garrett of Assessments of the Southwest, Inc.; Trina Kilgore of Inframark Water & Infrastructure Services ("Inframark"); and Elizabeth Cone and Jennifer Ramirez of Allen Boone Humphries Robinson LLP ("ABHR").

PUBLIC COMMENTS

The Board reviewed correspondence from a resident regarding various concerns on Chalk Hills Court, a copy of which is attached. Mr. Lesikar stated that requests for speed bumps and no parking zones are under the purview of Harris County Precinct 3. He also noted that the referenced sidewalk would have been permitted through Harris County by the homebuilder, so concerns regarding the sidewalk should be directed to the homebuilder or Harris County.

The Board reviewed correspondence from a resident regarding water drainage from an adjacent neighbor's yard, a copy of which is attached. Ms. Kilgore stated that Inframark reinspected the swimming pool and confirmed that it was built in compliance with the District's Rate Order. Ms. Cone stated that, since Inframark

confirmed the swimming pool is in compliance with the District's Rate Order and that the water at issue stems from overflow, irrigation runoff, and rainwater, the District does not have the authority to regular the water and there is no further action to be taken by the District.

The Board reviewed correspondence from a resident regarding speeding concerns on Little Pine Creek, a copy of which is attached.

The Board reviewed correspondence from a resident regarding speeding concerns on Radura Road, a copy of which is attached.

The Board discussed the speeding and traffic-related concerns brought up in the residents' correspondence. After discussion, the Board concurred to post a website article informing residents that reports regarding speeding and requests for extra patrols can be handled through the HCCO Precinct 4 website and requests for no parking zones, speed bumps, or traffic signs can be submitted through the Harris County Precinct 3 website.

The Board reviewed correspondence from a resident requesting additional clean up and maintenance of a wooded reserve on the Tranquility Groves Drive cul-de-sac, a copy of which is attached. After discussion, the Board requested that Mr. LaMartina ask the contractor to provide a proposal to remove the trash and debris in the wooded reserve.

Ms. Kilgore stated that a resident in Eagle Springs has requested additional maintenance of the District-owned reserve along the resident's fence line. She stated that this area was part of the previous clearing work coordinated by Inframark. After discussion, the Board requested that Inframark and Champions coordinate on a development of a maintenance plan for the District-owned reserves along fence lines.

APPROVE MINUTES

The Board reviewed the minutes of the June 5, 2025, regular meeting, and the July 14, 2025, special meeting. After review and discussion, Director Hernandez moved to approve the minutes of the June 5, 2025, regular meeting, and the July 14, 2025, special meeting, as presented. Director Bell seconded the motion, which passed unanimously.

UPDATE FROM HC 412, INCLUDING REPORT FROM JOINT FACILITIES COMMITTEE

Mr. Schneider reviewed an update provided by HC 412 on the status of the joint facilities, including repairs and maintenance conducted during the previous month and water usage.

REPORT FROM COMMUNICATIONS COMMITTEE, INCLUDING DISTRICT WEBSITE MATTERS

The Board reviewed the monthly communications report prepared by Touchstone, a copy of which is attached. Director McGowen updated the Board on the preparation of an Emergency Communication Plan for the District.

The Board reviewed a proposal from Touchstone for the purchase of Apple iPad pencils in the amount of \$414.00, a copy of which is attached.

After review and discussion, Director McGowen moved to approve the proposal for the purchase of Apple iPad pencils in the amount of \$414.00. Director Turner seconded the motion, which passed unanimously.

REPORT FROM BEST TRASH

The Board reviewed reports on garbage collection and recycling services in the District for the months of June and July from Best Trash, copies of which are attached.

SECURITY MATTERS, INCLUDING CONSTABLE'S REPORT AND REPORT FROM THE SECURITY COMMITTEE

Sergeant Elmer reviewed the security report from the HCCO, a copy of which is attached.

The Board reviewed the proposed Interlocal Agreement for Law Enforcement Services with Harris County, noting that the contract should only include four deputies, not five.

After review and discussion, Director Bell moved to approve the Interlocal Agreement for Law Enforcement Services, subject to the correction of the total number of deputies, and direct that it be filed appropriately and retained in the District's official records. Director Turner seconded the motion, which passed unanimously.

TAX ASSESSMENT AND COLLECTION MATTERS

Ms. Garrett reviewed the tax assessor/collector's reports for the months of June and July, copies of which are attached, and reviewed the District's delinquent tax roll. She reported that the District's 2024 taxes were 99.11% collected as of July 31, 2025.

Following review and discussion, Director Hernandez moved to approve the tax assessor/collector's report and payment of the tax bills. Director Bell seconded the motion, which passed unanimously.

DISCUSS ASSOCIATION OF WATER BOARD DIRECTORS ("AWBD") SUMMER CONFERENCE, APPROVE REIMBURSEMENT OF ELIGIBLE EXPENSES, AND AUTHORIZE ATTENDANCE AT WINTER CONFERENCE

The Board discussed the AWBD summer conference. The Board then considered approving reimbursement to the directors for expenses incurred in attending the AWBD summer conference and authorizing attendance at the AWBD winter conference. After review and discussion, Director Turner moved to approve reimbursement of the eligible AWBD summer conference expenses and to authorize attendance of Board members at the AWBD winter conference. Director Hernandez seconded the motion, which passed unanimously.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Ferguson reviewed the bookkeeper's reports for the months of June and July, copies of which are attached, and reviewed the bills of the District submitted for payment.

After review and discussion, Director Hernandez moved to approve the bookkeeper's report and payment of the bills. Director McGowen seconded the motion, which passed unanimously.

Director Hernandez left the meeting.

ADOPT RESOLUTION REGARDING DEVELOPMENT STATUS FOR 2025 TAX YEAR

The Board discussed the District's development status. After fully considering relevant data, information, statutory definitions, and the engineer's recommendation, the Board determined that the District is a "Developing District" for the 2025 tax year.

Following review and discussion, Director Turner moved to adopt a Resolution Regarding Development Status for 2025 Tax Year establishing the District as a Developing District for the 2025 tax year, pursuant to Section 49.23603, Texas Water Code, and direct that the Resolution be filed appropriately and retained in the District's official records. Director Bell seconded the motion, which passed unanimously.

REPORT ON DETENTION AND DRAINAGE FACILITIES

Mr. Patronella reviewed the report on mowing and maintenance in the District, a copy of which is attached.

Mr. Patronella reviewed a proposal for repair of the drainage swale behind Tranquility Groves Drive in the amount of \$11,307.40, a copy of which is attached. After review and discussion, Director Turner moved to approve the proposal for repair

of the drainage swale behind Tranquility Groves Drive in the amount of \$11,307.40. Director McGowen seconded the motion, which passed unanimously.

The Board reviewed the report on the maintenance of the District's storm water quality features prepared by Storm Water Solutions, LLC, a copy of which is attached.

REQUEST FROM WEST LAKE CHURCH REGARDING POTENTIAL USE OF TEMPORARY SEPTIC SYSTEM

Mr. Lesikar stated that West Lake Church has requested the amount of the nontaxable user fee for one equivalent single-family connection, which BGE is preparing, in order to evaluate the options for service during the construction phase.

OPERATION OF DISTRICT FACILITIES

Ms. Kilgore presented an operator's report, a copy of which is attached, and reviewed it with the Board.

Following review and discussion, Director McGowen moved to approve the operator's report. Director Turner seconded the motion, which passed unanimously.

HEARING ON TERMINATION OF WATER AND SEWER SERVICE TO DELINQUENT CUSTOMERS AND AUTHORIZE TERMINATION OF SERVICE

Ms. Kilgore presented a list of delinquent customers and reported the residents on the termination list were delinquent in payment of their water and sewer bills and were given written notification, in accordance with the District's Rate Order, prior to the meeting of the opportunity to appear before the Board to explain, contest, or correct their bills and to show why utility services should not be terminated for reason of non-payment. Following review and discussion, Director Bell moved to authorize termination of delinquent accounts in accordance with the District's Rate Order and direct that the delinquent customer list be filed appropriately and retained in the District's official records. Director McGowen seconded the motion, which passed unanimously.

MERCHANT SERVICES PROCESSING AGREEMENT, MERCHANT ATTESTATION AND AMENDMENT OF AGREEMENT, AND ELECTRONIC CHECK PROCESSING ADDENDUM TERMS

Ms. Kilgore presented and reviewed documents with Paymentech, LLC for billing and processing of customer payments. Following review and discussion, Director McGowen moved to approve the merchant services processing documents with Paymentech, LLC and, if necessary, terminate any existing operator payment processing agreement. Director Turner seconded the motion, which passed

unanimously.

ENGINEER'S REPORT

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

MADERA RUN PARKWAY EXPANSION (FROM HICKORY ARROYO DRIVE TO RADURA ROAD)

Mr. Gilligan updated the Board on the status of the Madera Run Parkway expansion (from Hickory Arroyo Drive to Radura Road) project. He stated that he had no pay estimates from Precise Services, Inc. for the Board's approval.

WOODLAND HILLS DRIVE AT PINE PEAK WAY TRAFFIC SIGNAL

Mr. Gilligan updated the Board on the status of construction of the Woodland Hills Drive at Pine Peak Way Traffic Signal project. He reviewed and recommended approval of Pay Estimate No. 4 in the amount of \$5,999.31, submitted by Third Coast Services LLC ("Third Coast").

After review and discussion, Director McGowen moved to approve Pay Estimate No. 4 in the amount of \$5,999.31 to Third Coast, as recommended. Director Turner seconded the motion, which passed unanimously.

GROVES NORTH RETAIL PUBLIC INFRASTRUCTURE

Mr. Gilligan updated the Board on the status of construction of the Groves North retail public infrastructure project. He stated that he had no pay estimates from C.E. Barker Ltd. for the Board's approval.

LIFT STATION NO. 1 EXPANSION AND GENERATOR ADDITION

Mr. Gilligan updated the Board on the status of design and ultimate sizing of the proposed lift station no. 1 expansion and generator addition.

LIFT STATION NOS. 2 AND 3 GENERATOR ADDITIONS

Mr. Gilligan reported that the District received three bids for construction of the lift station nos. 2 and 3 generator addition project. He recommended that the Board award the contract to the low bidder, C.F. McDonald Electric, Inc. ("C.F. McDonald"), in the amount of \$335,128.00. The Board concurred that, in its judgment, C.F. McDonald was a responsible bidder who would be most advantageous to the District and would result in the best and most economical completion of the project.

Following review and discussion, Director McGowen moved to award the contract for construction of the lift station nos. 2 and 3 generator addition project to C.F. McDonald in the amount of \$335,128.00, based on the engineer's recommendation and subject to approval of payment and performance bonds and review of the certificate of insurance and endorsements, if any, provided by the contractor. Director Turner seconded the motion, which passed unanimously.

REHABILITATION OF GROUND STORAGE TANK NO. 2 (INTERIOR AND EXTERIOR) AND GROUND STORAGE TANK NO. 1 (EXTERIOR)

Mr. Gilligan updated the Board on the status of the rehabilitation of ground storage tank no. 2 (interior and exterior) and ground storage tank no. 1 (exterior) project, as reflected in his report.

DISTRICT CAPITAL IMPROVEMENT PLAN ("CIP") AND JOINT CIP WITH HC 412

Mr. Gilligan stated that there were no updates to the District's CIP or the joint CIP with HC 412 at this time.

COMMERCIAL DEVELOPMENT AND DISTRICT PLAN REVIEW

Mr. Gilligan updated the Board on the status of commercial development and plan reviews in the District, as reflected in his report.

UPDATE ON DEVELOPMENT OF GIS ASSET MANAGEMENT SYSTEM

The Board deferred discussion on this agenda item.

UTILITY COMMITMENT LETTERS

There was no discussion on this agenda item.

OTHER ENGINEERING MATTERS

Mr. Gilligan reviewed a proposal from CustomScapes for the replacement of wooden posts on the Fernbank Forest Drive bridge and termite treatment, a copy of which is attached.

After review and discussion, Director McGowen moved to approve the proposal from CustomScapes. Director Turner seconded the motion, which passed unanimously.

After review and discussion, Director McGowen moved to approve the

engineer's report. Director Turner seconded the motion, which passed unanimously.

DEEDS AND EASEMENTS

There was no discussion on this agenda item.

LANDSCAPING REPORT

Mr. LaMartina reviewed the landscape architect's report, a copy of which is attached.

LANDSCAPING IMPROVEMENTS TO TRANQUILITY GROVE DRIVE CUL-DE-SAC

Mr. LaMartina updated the Board on the status of the landscaping improvements to Tranquility Grove Drive cul-de-sac project. He reviewed and recommended approval of Pay Estimate No. 1 in the amount of \$14,433.30, submitted by Landecor Landscaping Services ("Landecor").

After review and discussion, Director Turner moved to approve Pay Estimate No. 1 in the amount of \$14,433.30 to Landecor, as recommended. Director McGowen seconded the motion, which passed unanimously.

LANDSCAPING IMPROVEMENTS TO MADERA RUN PARKWAY

Mr. LaMartina reviewed an exhibit of the sections of Madera Run Parkway being considered for potential landscaping improvements, a copy of which is attached. After discussion, the Board concurred with proposed areas of landscaping improvements on Madera Run Parkway.

Director Bell discussed her attendance at a meeting conducted by Harris County Precinct 3 regarding a call for sidewalk projects. After discussion, the Board requested that TBG evaluate the District and identify potential sidewalk projects that could be included in such a call for projects.

After review and discussion, Director Turner moved to accept the landscape architect's report. Director McGowen seconded the motion, which passed unanimously.

REPORT ON DEVELOPMENT

There was no discussion on this agenda item.

DISTRICT ACTION ITEMS LIST

The Board reviewed the action list and noted items to be included and removed from the list.

REPORT REGARDING LEGISLATIVE MATTERS

Ms. Cone reviewed a report prepared by ABHR regarding legislative matters pertaining to the 89th Regular Session of the Texas Legislature.

ENGINEER'S REPORT (CONT'D)

UPDATE ON DEVELOPMENT OF GIS ASSET MANAGEMENT SYSTEM

Mr. Flower gave a tutorial to the Board on using the District's GIS asset management system.

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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