

MINUTES  
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 504

January 9, 2026

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 9<sup>th</sup> 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 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 either in person or via videoconference were Rod Rudine of Texas Groundworks Management (“TGM”); Josh LaMartina of TBG Partners; Jenna Craig of Touchstone District Services (“Touchstone”); Paul Schneider and Harry Rockwood, directors of Harris County Municipal Utility District No. 412 (“HC 412”); Chip Patronella of Champions Hydro-Lawn, Inc.; Corporal Oswaldo Alvarez and Deputy Micaela Sosa of Harris County Constable’s Office (“HCCO”); Christina Ferguson of Myrtle Cruz, Inc.; Rachel Sternberg of BGE, Inc. (“BGE”); Monica Garcia 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

Mr. Rudine introduced himself and discussed the services provided by TGM.

APPROVE MINUTES

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

## 2026 DIRECTORS ELECTION

Ms. Cone 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. Following review and discussion, Director McGowen moved to adopt a Resolution Designating an Agent of the Secretary of the Board During the 2026 Directors Election Period appointing Jennifer Ramirez 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. Director Bell seconded the motion, which passed unanimously.

Ms. Cone reported on requirements to post a Notice of Deadline to File Applications for Place on the Ballot for the 2026 Directors Election. Following discussion, Director McGowen moved to authorize the Secretary's agent to post the notice as required. Director Bell seconded the motion, which passed unanimously.

The Board discussed methods to provide residents with information regarding the 2026 Directors Election period. After discussion, the Board concurred to post signs in the District, to be coordinated by Touchstone, and post a notice to the District website.

Ms. Cone discussed exemptions from using electronic voting systems during the 2026 Directors Election. She stated that the basis of the District's exemption is that the 2024 Directors Election was cancelled. Following discussion, Director McGowen moved to authorize the Secretary's agent to publish Notice of Exemption in a newspaper of general circulation. Director Bell seconded the motion, which was approved by unanimous vote.

The Board discussed pay for election officials during the 2026 Directors Election. Following discussion, Director McGowen moved to set the pay for election officials at \$20.00 per hour. Director Bell seconded the motion, which was approved by unanimous vote.

## UPDATE FROM HC 412, INCLUDING REPORT FROM JOINT FACILITIES COMMITTEE

Mr. Rockwood 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. He reported that the City of Houston repaired the water meter on the surface water line.

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 Turner updated the Board on the preparation for the spring tree planting event on April 25, 2026, including coordination with Harris County and The Groves Community Association.

REPORT FROM BEST TRASH

The Board reviewed a report on garbage collection and recycling services in the District from Best Trash, a copy of which is attached.

SECURITY MATTERS, INCLUDING CONSTABLE'S REPORT AND REPORT FROM THE SECURITY COMMITTEE AND CONSIDER ADDITION OF ADDITIONAL DEPUTY

Corporal Alvarez reviewed the security report from the HCCO, a copy of which is attached.

ANNUAL CYBERSECURITY AND ARTIFICIAL INTELLIGENCE TRAINING

The Board deferred discussion on this agenda item.

ANNUAL REPORT REGARDING POST-ISSUANCE COMPLIANCE POLICY

Ms. Cone reported on the District's compliance activities during the prior calendar year related to bond financings. She stated that no changes to the policy are required at this time.

ACCEPT ANNUAL DISCLOSURE STATEMENTS FOR INVESTMENT OFFICER AND BOOKKEEPER

The Board considered accepting the annual disclosure statements of the District's bookkeeper and Investment Officer. Following review, Director Hernandez moved to accept the annual disclosure statements of the bookkeeper and Investment Officer and direct that they be filed appropriately. Director Bell seconded the motion, which passed unanimously.

TAX ASSESSMENT AND COLLECTION MATTERS

Ms. Garcia reviewed the tax assessor/collector's report, a copy of which is

attached, and reviewed the District's delinquent tax roll. She reported that the District's 2025 taxes were 19.31% collected as of December 31, 2025.

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

#### FINANCIAL AND BOOKKEEPING MATTERS

Ms. Ferguson reviewed the bookkeeper's report, a copy of which is attached, and reviewed the bills of the District submitted for payment.

After review and discussion, Director McGowen moved to approve the bookkeeper's report and payment of the bills. 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.

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.

#### OPERATION OF DISTRICT FACILITIES

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

Ms. Kilgore updated the Board on the status of the electronic water meter repairs in the District by Zenner USA.

Ms. Kilgore requested that the Board authorize Inframark to change the District's meter read date from the last day of each month to the 26<sup>th</sup> day of each month. She stated that the change would not affect the date customers receive their bills.

Following review and discussion, Director Bell moved to authorize Inframark to adjust the District's meter read date, as discussed. 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 Turner seconded the motion, which passed unanimously.

#### AMEND RATE ORDER

The Board considered amending the District's Rate Order to increase the District's base sewer fee. Ms. Cone reviewed a draft Amended Rate Order with the proposed increased base sewer fee. After review and discussion, Director Bell moved to adopt the Amended Rate Order and direct that it be filed appropriately and retained in the District's official records. Director McGowen seconded the motion, which passed unanimously.

#### ENGINEER'S REPORT

Ms. Sternberg reviewed the engineer's report, a copy of which is attached.

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

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

#### GROVES NORTH RETAIL PUBLIC INFRASTRUCTURE

Ms. Sternberg updated the Board on the status of construction of the Groves North retail public infrastructure project. She reviewed and recommended approval of Pay Estimate Nos. 1 and 2 in the amounts of \$504,018.29 and \$149,770.28, respectively, submitted by C.E. Barker Ltd. ("C.E. Barker").

After review and discussion, Director Hernandez moved to approve Pay Estimate Nos. 1 and 2 in the amounts of \$504,018.29 and \$149,770.28, respectively, to C.E. Barker, as recommended. Director Turner seconded the motion, which passed unanimously.

### LIFT STATION NO. 1 EXPANSION AND GENERATOR ADDITION

Ms. Sternberg 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

Ms. Sternberg updated the Board on the status of construction of the lift station nos. 2 and 3 generator addition project. She stated that she had no pay estimates from C.F. McDonald Electric, Inc. for the Board's approval.

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

Ms. Sternberg reported that the rehabilitation of ground storage tank no. 2 (interior and exterior) and ground storage tank no. 1 (exterior) project is complete.

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

Ms. Sternberg stated that the wastewater treatment plant expansion study is ongoing.

### COMMERCIAL DEVELOPMENT AND DISTRICT PLAN REVIEW

Ms. Sternberg updated the Board on the status of commercial development and plan reviews in the District, as reflected in her report.

### UTILITY COMMITMENT LETTERS

There was no discussion on this agenda item.

### OTHER ENGINEERING MATTERS

Ms. Sternberg updated the Board of street sign repairs in the District.

After review and discussion, Director Turner moved to approve the engineer's report. Director Hernandez 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 MADERA RUN PARKWAY

Mr. LaMartina updated the Board on the status of design of the Madera Run Parkway landscaping improvements project. The Board concurred to schedule a special meeting on January 16, 2026, at 1:00 p.m. to conduct a site visit.

After review and discussion, Director Hernandez moved to approve the landscape architect’s report. Director Bell seconded the motion, which passed unanimously

REPORT ON DEVELOPMENT

There was no discussion on this agenda item.

SECURITY MATTERS, INCLUDING CONSIDER ADDITION OF ADDITIONAL DEPUTY (CONT'D)

The Board considered adding an additional deputy to the security contract. After discussion, the Board concurred to defer consideration of an additional deputy until the 2026-2027 renewal contract.

DISTRICT ACTION ITEMS LIST

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

DISCUSS MEETING SCHEDULE

The Board discussed the District’s regular meeting schedule.

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

(SEAL)



*[Handwritten Signature]*  
Secretary, Board of Directors

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