

MINUTES
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 504

April 4, 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 4th day of April, 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, thus constituting a quorum.

Also present at the meeting either in person or via videoconference were David Lewis and Rodney del Rio, residents of the District; Ben Smith of The Groves Community Association, Inc. (“HOA”); Christina Ferguson of Myrtle Cruz, Inc.; Guillo Machado of Read King; Mike Harrington of American Enerpower; Phil Halbert of Storm Water Solutions, LLC; Josh LaMartina of TBG Partners (“TBG”); Loren Morales of RBC Capital Markets; Jenna Craig of Touchstone District Services (“Touchstone”); Paul Schneider and Harry Rockwood, directors of Harris County Municipal Utility District No. 412 (“HC 412”); Corporal Oswaldo Alvarez of Harris County Constable’s Office (“HCCO”); Chip Patronella of Champions Hydro-Lawn, Inc.; Ryan Lesikar and Rachel Sternberg of BGE, Inc. (“BGE”); Brittini Silva of Assessments of the Southwest, Inc.; Trina Kilgore of Inframark Water & Infrastructure Services (“Inframark”); and Sanjay Bapat, Elizabeth Cone, and Jennifer Ramirez of Allen Boone Humphries Robinson LLP (“ABHR”).

PUBLIC COMMENTS

Mr. Lewis introduced himself and stated that he is the new President of the Board of the HOA. He stated that he looks forward to establishing a good working relationship with the District.

Mr. del Rio addressed the Board regarding the Madera Run Parkway expansion project, including site clean-up. He inquired about when the project will be completed and the reason for the project delays. Mr. Bapat stated that BGE will discuss the status

of the project under agenda item no. 13a.

APPROVE MINUTES

The Board reviewed the minutes of the March 7, 2025, regular meeting. After review and discussion, Director Hernandez moved to approve the minutes of the March 7, 2025, regular meeting, as presented. Director McGowen seconded the motion, which passed unanimously.

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.

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.

Director Turner reported that he observed a large amount of trash and debris on a street in the District on trash collection day, which possibly could have been caused by the garbage truck. Mr. Bapat stated that ABHR will notify Best Trash and encouraged directors to report issues directly to Best Trash as they occur.

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

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

ELECTRICITY CONTRACT MATTERS, INCLUDING RECEIVE PRESENTATION FROM AMERICAN ENERPOWER

Mr. Harrington introduced himself and discussed the services provided by American Enerpower. He reviewed a handout regarding options for electricity contracts for the District's facilities, a copy of which is attached.

After review and discussion, Director Bell moved to authorize Director Bell to execute an electricity contract for a 60-month term with TXU Energy. Director Hernandez seconded the motion, which passed unanimously.

TAX ASSESSMENT AND COLLECTION MATTERS

Ms. Silva 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 2024 taxes were 96.69% collected as of March 31, 2025.

Following review and discussion, Director Turner moved to approve the tax assessor/collector's report and payment of the tax bills. Director Badu 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 Turner moved to approve the bookkeeper's report and payment of the bills. Director Hernandez 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 nutria removal for a quarterly set-up fee of \$1,555.00 and a fee of \$165.00 per nutria removed, a copy of which is attached. After review and discussion, Director McGowen moved to approve the proposal for nutria removal. Director Bell seconded the motion, which passed unanimously.

Mr. Halbert reviewed the report on the maintenance of the District's storm water quality features, 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. She reported that the District currently has 1,992 occupied homes.

Ms. Kilgore reviewed one abandoned account with an outstanding balance in excess of \$25.00 and requested authorization to turn over the accounts to a collection agency to pursue collection.

Ms. Kilgore reported that the District received a leak adjustment request for account no. 60504-5040081502. She stated that the request complied with the District's leak adjustment policy and a credit in the amount of \$144.29 will be applied to the

outstanding balance.

Following review and discussion, Director Hernandez moved to (1) approve the operator's report; (2) authorize Inframark to turn over the recommended account with an outstanding balance in excess of \$25.00 to a collection agency; and (3) authorize the leak adjustment credit pursuant to the District's leak adjustment policy. Director Bell 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 Hernandez 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 Bell seconded the motion, which passed unanimously.

CONDUCT ANNUAL REVIEW AND RECEIVE REPORT FROM OPERATOR ON IDENTITY THEFT PREVENTION PROGRAM, IF NECESSARY

Ms. Kilgore reviewed the annual report on the Identity Theft Prevention Program, a copy of which is attached to the operator's report, and stated the report reflects that the program has been implemented, no serious incidents of identity theft or fraud have been detected, and there are no recommendations for material changes to the program. After review and discussion, Director Badu moved to approve the annual report on the Identity Theft Prevention Program. Director Turner 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)

Mr. Lesikar discussed the status of the Madera Run Parkway expansion (from Hickory Arroyo Drive to Radura Road) project. He stated that the final inspections with Harris County have not occurred yet, so the project has not been closed out. Mr. Lesikar stated that landscape improvements are generally

handled as a separate contract administered by the District's landscape architect.

Ms. Sternberg then reviewed and recommended approval of Pay Estimate No. 5 in the amount of \$28,315.60, submitted by Precise Services, Inc. ("Precise").

After review and discussion, Director McGowen moved to approve Pay Estimate No. 5 in the amount of \$28,315.60 to Precise, as recommended. Director Badu seconded the motion, which passed unanimously.

WOODLAND HILLS DRIVE AT PINE PEAK WAY TRAFFIC SIGNAL

Ms. Sternberg updated the Board on the status of construction of the Woodland Hills Drive at Pine Peak Way Traffic Signal project. She stated that she had no pay estimates from Third Coast Services LLC for the Board's approval.

CLEARING AND GRUBBING TO SERVE GROVES NORTH RETAIL

Ms. Sternberg updated the Board on the status of the clearing and grubbing to serve Groves North retail. She stated that she had no pay estimates from BSC Management, Ltd. for the Board's approval.

GROVES NORTH RETAIL PUBLIC INFRASTRUCTURE

The Board deferred the review of bids and award of contract for the Groves North retail public infrastructure project, pending receipt of bids.

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 design of the lift station nos. 2 and 3 generator addition project.

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

Ms. Sternberg 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 her report.

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

Ms. Sternberg 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

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

UPDATE ON DEVELOPMENT OF GIS ASSET MANAGEMENT SYSTEM

Ms. Sternberg updated the Board on the development of the GIS asset management system.

UTILITY COMMITMENT LETTERS

There was no discussion on this agenda item.

DISCUSS DEDICATION OF DISTRICT FACILITY

There was no discussion on this agenda item.

OTHER ENGINEERING MATTERS

There was no discussion on this agenda item.

After review and discussion, Director McGowen moved to approve the engineer's report. Director Bell 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.

THE GROVES, SECTION 40

Mr. LaMartina updated the Board on the status of construction of The Groves, Section 40 project. There were no action items for the Board's approval.

THE GROVES, SECTION 41

Mr. LaMartina updated the Board on the status of construction of The Groves, Section 41 project. There were no action items for the Board's approval.

LANDSCAPING IMPROVEMENTS TO TRANQUILITY GROVE DRIVE CUL-DE-SAC

Mr. LaMartina reviewed the final design for the landscaping improvements to Tranquility Grove Drive cul-de-sac project and stated that TBG anticipates having bids for the Board's review at the May meeting.

The Board discussed the proposal previously submitted by Custom Scapes in the amount of \$15,240.00 for the replacement of ten wooden boards on the Madera Run Parkway Bridge and termite treatment. Mr. LaMartina discussed TBG's recommendations for a maintenance schedule for the bridge railings and the type of wood to be used for future railing replacements. After discussion, the Board requested that BGE obtain a proposal from Custom Scapes for a revised inspection and maintenance schedule for the bridge, pursuant to TBG's recommendations. After discussion, the Board tabled action on the proposal, pending receipt of a proposal for a revised inspection and maintenance schedule.

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

REPORT ON DEVELOPMENT

Mr. Machado updated the Board of the status of Read King's development in the District.

OPERATION OF DISTRICT FACILITIES (CONT'D)

Mr. Bapat stated that the District received a request to put a political sign on District property. After discussion, the Board concurred to disallow any signage on District property.

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 stated that the annual town hall is scheduled for May 8, 2025.

The Board tabled consideration of the proposals for the purchase and administration of District iPads and a SharePoint site until the next regular meeting.

Director Turner stated the community-wide tree planting event will be delayed until the fall.

DISTRICT ACTION ITEMS 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)





Secretary, Board of Directors

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