

**HARRIS COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 110  
MINUTES OF MEETING OF BOARD OF DIRECTORS**

**May 10, 2023**

**THE STATE OF TEXAS  
COUNTY OF HARRIS  
HARRIS COUNTY WATER CONTROL AND  
IMPROVEMENT DISTRICT NO. 110**

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The Board of Directors (the “Board”) of Harris County Water Control and Improvement District No. 110 (the “District”) met in **regular session**, open to the public, at the designated meeting place of the Board in the District on **May 10, 2023, at 5:01 p.m.**; whereupon, at 5:01 p.m., the roll was called of the duly constituted officers and members of the Board, to-wit:

James N. Williams	-	President
Jeannie Perkins	-	First Vice President/Asst. Secretary
Jerry A. Strickland	-	Second Vice President
Vanessa Sommer	-	Secretary
Tom Dowdy	-	Treasurer/Investment Officer

All Directors were present, thus constituting a quorum.

Also present at the meeting were Brian Mills, District Manager; John Davis and Norman Gutierrez of Lanford Engineering Inc. (“LEI”), Engineers for the District; Travis Benes of Storm Water Solutions (“SWS”); Pat Hall of Equi-Tax, Tax Assessors for the District; Kim Shelnett of Myrtle Cruz, Inc. (“Myrtle Cruz”), Bookkeeper for the District; Captain Medina, Sgt. Walker, and Deputy Flores of Harris County Precinct 4 Constables’ Office; Ryan Fortner of Revenue Management Services; Lonnie Wright, Mike Williams, and Mario Garcia of Municipal Operations (“MOC”), Operators for the District; Dane Turner of Best Trash; Maria S. Parker, Joshua J. Kahn, and Deidra Daniels (paralegal) of Sanford Kuhl Hagan Kugle Parker Kahn, LLP (“SK Law”), Attorneys for the District; and members of the Public listed on the attached Attendance List.

The meeting was called to order and the following business was conducted.

**HEAR FROM THE PUBLIC**

The Board recognized Mr. Turner, who presented a proposed CPI increase to the Best Trash contract.

Upon motion by Director Strickland, seconded by Director Dowdy, and after full discussion, the Board voted unanimously to increase the trash collection fee to \$17 per month, per residence.

**ELECTIONS**

The Board recognized Ms. Parker, who noted that Directors Williams, Strickland, and Dowdy had been elected to serve as Directors until May 2027.

Upon motion by Director Perkins, seconded by Director Strickland, and after full discussion, the Board voted unanimously to authorize the District’s Attorneys to (1) prepare an Amended District Registration form and file same with the Texas Commission on Environmental Quality; and (2) reconstitute the Board as follows:

James Williams	-	President
Jeannie Perkins	-	First Vice President
Jerry A. Strickland	-	Second Vice President / Assistant Treasurer
Vanessa Sommer	-	Secretary
Tom Dowdy	-	Treasurer / Assistant Secretary

**CONSENT AGENDA**

The Board considered the following items under its Consent Agenda:

1. **Detention and Drainage Facilities Reports:** The Board recognized Mr. Benes, who reviewed the report from SWS regarding the maintenance of various detention ponds in the District.
2. **Tax Assessor/Collector’s Report and Delinquent Tax Report:** The Board recognized Ms. Hall, who presented the Tax Assessor/Collector’s Report, a copy of which is attached hereto and the checks presented for payment from the District’s Tax Account.
3. **Bookkeeper’s Report/Investment Report:** The Board recognized Ms. Shelnutt, who presented the Bookkeeper’s Report and Investment Report, copies of which are attached hereto, and certain invoices for payment by the Board.
4. **Peace Officer’s Report:** The Board recognized Sgt. Walker, who provided a summary of events occurring in the District.
5. **Minutes of Meetings:** Proposed minutes of the meeting held April 12, April 17, and April 20, 2023, previously distributed to the Board, were presented for consideration and approval.
6. **Revenue Management Services:** The Board recognized Mr. Fortner, who updated the Board on SPA tax collections.
7. **Arbitrage Proposal:** The Board recognized Ms. Parker, who presented to and reviewed with the Board a proposal from Municipal Risk Management.
8. **Emergency Preparedness Plan:** LEI has completed the update of the Emergency Preparedness Plan and requests approval to provide the updated EPP to appropriate agencies.
9. **Consumer Confidence Report:** The Board recognized Mr. Williams, who presented to and reviewed with the Board the Annual Consumer Confidence Report (prepared by InfraMark) and recommended changing the point of contact on the Report to MOC.

Upon motion by Director Strickland, seconded by Director Perkins, and after full discussion, the Board voted unanimously, as follows: (1) approve the Detention and Drainage Facilities Report; (2) approve the Tax Assessor/Collector’s Report and payment of checks listed therein; (3) approve the Bookkeeper’s Report, the Investment Report, and the checks presented for payment; (4) approve the Peace Officer’s Report; (5) approve the Minutes of the meetings held April 12, April 17, and April 20, 2023, as submitted; and (6) approve Revenue Management Services Report; (7) approve the Agreement with Municipal Risk Management; (8) approve the Resolution Evidencing Annual Review of the Emergency Preparedness Plan; and (9) approve the Consumer Confidence Report, as amended.

## **FLOCK CAMERAS**

The Board recognized Ms. Parker, who provided an update on the installation of Flock Cameras in the District.

## **OPERATIONS REPORT**

The Board next recognized Mr. Williams, who presented to the Board the Operations Report, a copy of which is attached hereto. Mr. Williams also introduced Mr. Garcia, noting that he will be working in the District. Mr. Williams also provided an update on the transition of operation services from InfraMark to MOC and requested authorization to waive late fees/penalties on the bills which were due on April 21. Mr. Williams next provided an update on the installation of the electronic meters. Mr. Williams also discussed with the Board a new EPA regulation that requires the District to identify all service lines as to whether they are copper, lead, or PVC, noting that MOC can make the determination when installing the electronic meters.

Upon motion by Director Strickland, seconded by Director Perkins, and after full discussion, the Board voted unanimously to (1) authorize MOC to waive late fees/penalties on bills due April 21; (2) authorize MOC to take over installation of electronic meters; and (3) approve the Operator's Report.

## **ENGINEER REPORT**

The Board recognized Mr. Gutierrez, who presented to and reviewed with the Board the Engineer's Report and updated the Board on the status of various projects and development within the District. Mr. Gutierrez also requested the following:

- Approval of Pay Application No. 1, in the amount of \$27,780.00, payable to RJ Construction for the Louetta Lift Station improvements;
- Approval of Pay Application No. 1 in the amount of \$67,134.99, payable to RJ Construction for the Hickory Twig Lift Station improvements;
- Approval for construction of a brick/stone and wrought iron fence at the Luetta Lift Station at a cost not to exceed \$56,100.

Upon motion by Directory Perkins, seconded by Director Sommer, and after full discussion, the Board voted unanimously to (1) approve the Engineer's Report; (2) approve Pay Application No. 1, in the amount of \$27,780.00, payable to RJ Construction for the Louetta Lift Station improvements; (3) approve Pay Application No. 1 in the amount of \$67,134.99, payable to RJ Construction for the Hickory Twig Lift Station improvements; (4) approve construction of a brick/stone and wrought iron fence at the Luetta Lift Station at a cost not to exceed \$56,100; and (5) approve the Engineer's Report.

## **ATTORNEY'S REPORT**

The Board recognized Ms. Parker, provided an update on the ILA with Harris County Flood Control District.

The Board noted that no action was necessary in connection with the Attorney's Report.

## **DISTRICT MANAGER'S REPORT**

The Board recognized Mr. Mills, who presented to and reviewed with the Board his District Manager's Report and provided a summary of ongoing matters in the District.

The Board noted that no action was necessary in connection with the District Manager's Report.

**FLOOD MITIGATION MATTERS**

No Report was offered.

**COMMITTEE REPORTS AND DIRECTOR COMMENTS**

No Report was offered.

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THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD, the meeting was adjourned.

APPROVED THIS June 14, 2023.

Nauesha Sommer  
Secretary, Board of Directors

