

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

APRIL 10, 2024

**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 **April 10, 2024, at 5:00 p.m.** Whereupon, at 5:00 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; Norman Gutierrez of Lanford Engineering Inc. (“LEI”), Engineers for the District; J.C. Reno of Storm Water Solutions (“SWS”); Jennifer Landreville 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 Lt. Flores of Harris County Precinct 4 Constables’ Office; Mike Williams and Mario Garcia of Municipal Operations (“MOC”), Operators for the District; 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 Sheet.

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

Some Agenda items were taken out of order.

HEAR FROM THE PUBLIC

The Board recognized Mr. Green, who addressed the Board regarding a letter he received regarding the use of his home as an assisted living facility. Mr. Green advised that he is not using his home as an assisted living facility and requested that his utility services continue being billed at the residential rate.

After discussion, it was the consensus of the Board that Mr. Green continue to be billed at the residential rates for utility services.

CONSENT AGENDA

The Board considered the following items under its Consent Agenda:

1. **Detention and Drainage Facilities Reports:** The Board recognized Mr. Reno, 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. Landreville, 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 call/complaints originating in the District.
5. **Minutes of Meetings:** Proposed minutes of the meetings held March 13 and March 21, 2024, previously distributed to the Board, were presented for consideration and approval.
6. **Revenue Management Services:** No Report was offered.
7. **Identity Theft Prevention Policy.** Mr. Williams presented the annual update, noting that there are no recommended changes to the Policy.
8. **Insurance.** The Board deferred action on this item.

Upon motion by Director Strickland, seconded by Director Perkins, and after full discussion, the Board voted unanimously, as follows: (1) approve the Drainage 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 March 13, and March 21, 2024, as submitted; and (6) approve the Resolution Evidencing Annual Review of the Identity Theft Prevention Policy.

The Board recognized Ms. Parker, who discussed with the Board Central Bank's Positive Pay Program, which would help prevent fraudulent activity in the District's bank accounts. After discussion, it was the consensus of the Board for the Bookkeeper to present a proposal for the Positive Pay Program at the April 18, 2024, meeting.

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 presented to and reviewed with the Board a draft of the District's Annual Water Quality Report.

Upon motion by Director Dowdy, seconded by Director Sommer, and after full discussion, the Board voted unanimously to approve the (1) Operations Report and accounts listed for termination; and (2) distribution of the District's Annual Water Quality Report in customer water bills and on the District's website.

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 approval of the following:

- Pay Estimate No. 4, in the amount of \$10,260.00, payable to CFG Industries, LLC, for the Elevated Storage Tank rehab project;

- Pay Estimate No. 6, in the amount of \$206,589,.60, payable to T-Construction, LLC, for the Sanitary Sewer rehab project;
- Authorize LEI to proceed with the annexation application process and design of public infrastructure to serve the proposed development of the Meadow Edge property;
- Utility Capacity Letter granting the proposed QuickQuack car wash 13,000 gpd in water capacity and 10,400 gpd in wastewater capacity;
- Authorize LEI to submit the District Series 2024A Bond Application Report.

The Board discussed with Mr. Gutierrez the contractor delays and problems with the Sanitary Sewer rehab project. Mr. Gutierrez advised that LEI has a meeting scheduled with the Contractor on April 12.

Upon motion by Director Dowdy, seconded by Director Sommer, and after full discussion, the Board voted unanimously to approve (1) the Engineer’s Report; (2) Pay Estimate No. 4, in the amount of \$10,260.00, payable to CFG Industries, LLC, for the Elevated Storage Tank rehab project; (3) Pay Estimate No. 6, in the amount of \$206,589,.60, payable to T-Construction, LLC, for the Sanitary Sewer rehab project, subject to LEI holding the check until its meeting with the Contractor on April 12, 2024; (4) authorize LEI to proceed with the annexation application process and design of public infrastructure to serve the proposed development of the Meadow Edge property; (5) the Utility Capacity Letter granting the proposed QuickQuack car wash 13,000 gpd in water capacity and 10,400 gpd in wastewater capacity; and (6) the submission by LEI of the District’s Series 2024A Bond Application Report.

ATTORNEY’S REPORT

No Report was offered.

LAND ACQUISITION

The Board recognized Mr. Dowdy, who announced that Mr. Hendricks had accepted the Board’s offer of \$2 million for the purchase of Reserves 1-D and 1-E for flood mitigation purposes.

DISTRICT AND MAINTENANCE MANAGERS’ REPORT

The Board recognized Mr. Mills, who noted that substantial updates had been made to the District’s website. Mr. Mills also provided information regarding the installation of cameras in the playground and parking lot areas of the Park. Mr. Mills also advised that the Park signage will be updated to reflect the correct fishing license requirements.

The Board noted that no action was necessary in connection with the Managers’ Reports.

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 May 8, 2024.

Vanessa Sommer
Secretary, Board of Directors

