

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

**JUNE 11, 2025**

**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 **June 11, 2025, at 4:00 p.m.**; whereupon, at 4:06 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/Treasurer
Rodney Williams	-	Assistant Secretary

All Directors were present, thus constituting a quorum.

Also present at the meeting were Brian Mills, District Manager; Shane Bryette, Maintenance Manager; Angela Cunningham of Equi-Tax, Tax Assessors for the District; Kim Shelnett of Myrtle Cruz, Inc. (“Myrtle Cruz”), Bookkeeper for the District; Mike Williams of Municipal Operations and Consulting (“MOC”), Operators for the District; Tim Hardin and Norman Gutierrez of Langford Engineering, Inc. (“LEI”), Engineers for the District; Sgt. Walker and Capt. Medina of Harris County Precinct 4 Constables’ Office; Ryan Fortner of Revenue Management Services; Maria S. Parker, Josh Kahn, Cameron Alo, 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. Houk, who discussed residential properties being used for commercial business purposes and requested a list of all such properties. Ms. Parker advised that he would need to submit an Open Records Request to the District.

**CONSENT AGENDA**

The Board considered the following items under its Consent Agenda:

1. **Detention and Drainage Facilities Reports:** Mr. Mills noted that a Report had been provided in the meeting materials.
2. **Tax Assessor/Collector’s Report and Delinquent Tax Report:** The Board recognized Ms. Cunningham, 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.

Ms. Cunningham noted that the District's 2024 taxes are 98% collected. Ms. Parker noted that the District had received a preliminary estimated value from Harris Central Appraisal District in the amount of \$1,367,496,369.

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.

The Board recognized Mr. Tom Dowdy, who inquired what his role was regarding the fiscal year end July 31, 2026, budget.

4. **Peace Officer's Report and approval of Contract:** 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 May 14 and May 22, 2025, previously distributed to the Board, were presented for consideration and approval.
6. **Revenue Management Services:** No Report was offered.
7. **Audit:** The Board considered authorizing preparation of the District's Audit for fiscal year ending July 31, 2025.
8. **Bond Application Report:** The Board considered authorizing LEI to prepare a Bond Application Report.
9. **Resolution Reimbursing Operating Account.** Mr. Kahn reviewed with the Board a Resolution Declaring Intent to Reimburse Operating Account from Bond Funds, which reimbursement would occur when the District issues bonds in late 2025 or early 2026.
10. **Application to TCEQ for Issuance of Bonds.** Mr. Kahn presented to and reviewed with the Board a Resolution Authorizing Approval of Project and Issuance of Bonds.
11. **Flood Insurance Renewal:** The Board considered renewal of the District's flood insurance policies.
12. **Constable Building Lease:** The Board considered renewal of the lease with Harris County for the Constable's Building.

Upon motion by Director Sommer, seconded by Director Perkins, and after full discussion, the Board voted unanimously, as follows: (1) approved the Detention and Drainage Facilities Report; (2) approved the Tax Assessor/Collector's Report, including payment of checks listed therein; (3) approved the Bookkeeper's Report, the Investment Report, checks presented for payment; (4) approved the Peace Officer's Report; (5) approved the minutes of the meetings May 14 and May 22, 2025, as presented; (6) authorized preparation of the District's Audit for fiscal year ending July 31, 2025; (7) authorized LEI to prepare the District's Bond Application Report in an amount not to exceed \$4,500,000; (8) approved the Resolution Declaring Intent to Reimburse Operating Account from Bond Funds; (9); approved the Resolution Authorizing Approval of Project and Issuance of Bonds; (10) approved renewal of the District's flood insurance policies with the increased coverage; and (11) approved renewal of the Constable Building lease with Harris County.

Upon motion by Director Sommer, seconded by Director Perkins, and after full discussion, the Board voted unanimously to pay Mr. Dowdy \$75 per hour on an as-needed basis for his review of the District's monthly bookkeeping reports, budget, and other financial matters.

### **DELINQUENT TAX REPORT**

The Board reviewed the Delinquent Tax Report. No action was taken.

### **OPERATIONS' REPORT**

The Board recognized Mr. Williams, who presented to and reviewed with the Board the Operations Report and accounts for termination. A copy of the Report is attached hereto.

Upon motion by Director Perkins, seconded by Director Sommer, and after full discussion, the Board voted unanimously to approve the Operations Report.

### **ENGINEER REPORT**

The Board recognized Mr. Gutierrez who presented to and reviewed with the Board the Engineer's Report and requested approval of the action items contained therein. Mr. Gutierrez also discussed with the Board a Rate Order variance request from Fidelis, noting that Fidelis wants to install one master meter for the entire commercial development, rather than individual meters for each building.

Upon motion by Director Strickland, seconded by Director Sommer, and after full discussion, the Board voted unanimously to (1) approve Pay Estimate No. 5, in the amount of \$125,390.21, payable to Sustanite Support Services, LLC, for the Clarifier Improvement Project; (2) approve the 5-year Capital Improvement Plan; (3) approve the letter to the City of Houston requesting approval of the Construction Plans for the Fidelis Cypress Oaks sanitary sewer reroute; (4) approve the variance request by Fidelis for one master meter with the condition that the variance is not assignable to any subsequent owner of the property; and (5) approve the Engineer's Report. The Board deferred approval of the Bond Summary of Costs to the June 19 meeting.

### **ATTORNEY'S REPORT**

The Board recognized Ms. Parker, who discussed certain revisions to the District's Rate Order.

The Board took no action.

### **DISTRICT MANAGER'S REPORT**

Mr. Mills discussed membership and rental rates and park repairs.

The Board took no action.

### **DIRECTOR COMMENTS**

No comments were offered.

[SIGNATURE PAGE FOLLOWS]

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

APPROVED THIS July 9, 2025

Vanessa Sommer  
Secretary, Board of Directors

