

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

May 11, 2022

**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 11, 2022**, at **5:00 p.m.**; whereupon, at 5:05 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 members of the Board participated in the meeting, thus constituting a quorum.

Also participating in the meeting were Jody Dellinger, Parks and Recreation Manager; Shane Breyette, Maintenance Manager; John Davis and Norman Gutierrez of Langford Engineering, Inc. ("LEI"), Engineers for the District; Pat Hall of Equi-Tax, Inc., Tax Assessor/Collector for the District; Kim Shelnett, of Myrtle Cruz, Inc. ("Myrtle Cruz"), Bookkeeper for the District; Carl Sandin of Perdue, Brandon, Fielder, Collins & Mott, L.L.P. ("Perdue"), Delinquent Tax Attorneys for the District; Ryan Fortner of Service Revenue, Inc. ("SRI"); Chris Zilco of Environmental Development Partners ("EDP"), the District's Operator; Captain Medina and Sgt. Walker of Harris County Precinct 4 Constables' Office; Travis Benes of Storm Water Solutions; 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.

HEAR FROM THE PUBLIC

The Board noted that no Public wished to address the Board.

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 Storm Water Solutions 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. The Board recognized Mr. Sandin, who presented the Delinquent Tax Report and discussed with the

Board an account for which taxes had been deferred, noting that Harris County had erroneously removed the deferral, causing penalties and interest to accrue. Mr. Sandin advised that taxes were paid, including the penalties and interest, but now the deferral has been reinstated. Mr. Sandin advised that the question is to whether to refund the paid taxes, penalties, and interest.

3. **Bookkeeper's Report/Investment Report**: The Board recognized Ms. Shelnett, 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. The Board discussed (1) increasing hourly wages for the contract officers, and (2) having lights, police markings, and exempt plates added to the District's vehicles used by the contract officers. Capt. Medina noted that all officers must be in full uniform to when using the marked vehicles.
5. **Minutes of Meetings**: Proposed minutes of the meetings held April 13, April 21, and April 25, 2022, previously distributed to the Board, were presented for consideration and approval.
6. **Revenue Management Services**: The Board recognized Mr. Fortner, who provided an update on the District's SPA collections.
7. **Emergency Preparedness Plan**. LEI has completed the update of the Emergency Preparedness Plan and requests approval to provide the updated EPP to appropriate agencies.

Upon motion by Director Dowdy, seconded by Director Perkins, and after full discussion, the Board voted to (1) increase the hourly wage of contract officers to \$45 per hour, and (2) have lights, police markings, and exempt plates added to the District's vehicles used by the contract officers.

Upon motion by Director Strickland, seconded by Director Dowdy, and after full discussion, the Board voted unanimously, as follows: (1) approved the Detention and Drainage Facilities Report and deferred action on the maintenance proposals; (2) (a) approved the Tax Assessor/Collector's Report and payment of checks listed therein, and (b) defer action on refunding the taxes, penalties, and interest; (3) approved the Bookkeeper's Report, the Investment Report, and the checks presented for payment; (4) approved the Peace Officer's Report; (5) approved the Minutes of the meetings held April 13, April 21, and April 25, 2022, as submitted; and (6) approved the Resolution Evidencing Annual Review of the Emergency Preparedness Plan.

OPERATIONS REPORT

The Board next recognized Mr. Zilco who presented to the Board the Operations Report, a copy of which is attached hereto. Mr. Zilco also presented the Annual Drinking Water Quality Report.

Upon motion by Director Sommer, seconded by Director Dowdy, and after full discussion, the Board voted unanimously to approve (1) the Operations Report; and (2) Drinking Water Quality 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 various projects and development within the District, including the inspection/repairs of Detention Ponds. Mr. Gutierrez also requested the following:

- authorization for award of contract in the amount of \$96,400.00 to Northern Steel Tanks, LLC, for the rehabilitation of the Ground Storage Tank at Water Plant No. 2;
- authorization to proceed with replacement of the Water Well No. 2 motor an a cost not to exceed \$29,075.00;
- authorization to dewater the existing WWTP basins at a cost not to exceed \$10,000; and
- approval of GW Phillips Pay Estimate No. 3 and final, and Change Order No. 1 and final and release of final payment not to exceed \$114,337.15 for the Haas Detention Pond project, for an adjusted total contract price of \$359,402.65.

Upon motion Director Dowdy, seconded by Director Perkins, and after full discussion, the Board voted unanimously to (1) approve the Engineer's Report; (2) authorize award of contract in the amount of \$96,400.00 to Northern Steel Tanks, LLC, for the rehabilitation of the Ground Storage Tank at Water Plant No. 2; (3) authorize the District's Engineer to proceed with replacement of the Water Well No. 2 motor an a cost not to exceed \$29,075.00; (4) authorize the District's Engineer to dewater the existing WWTP basins at a cost not to exceed \$10,000; and (5) approve the GW Phillips Pay Estimate No. 3 and final, and Change Order No. 1 and final and release of final payment not to exceed \$114,337.15 for the Haas Detention Pond project, for an adjusted total contract price of \$359,402.65, subject to final inspections.

MAINTENANCE MANAGER'S REPORT

The Board recognized Mr. Breyette, who requested approval to have the pool fence repainted at a cost not the exceed \$7,500.

Upon motion by Director Dowdy, seconded by Director Sommer, and after full discussion, the Board voted unanimously to authorize repainting of the pool fence at a cost not to exceed \$7,500.

Mr. Breyette next discussed with the Board replacement of the tennis courts.

Upon motion by Director Dowdy, seconded by Director Perkins, and after full discussion, the Board voted unanimously to authorize the District's Engineer to proceed with the design and bid of the tennis courts.

CLOSED SESSION

Upon motion by Director Dowdy, seconded by Director Strickland, and after full discussion, the Board voted unanimously to convene in closed session at 7:35 p.m. to discuss personnel matters.

OPEN SESSION

Upon motion by Director Sommer, seconded by Director Strickland, and after full discussion, the Board voted unanimously to reconvene in open session at 9:10 p.m.

Upon motion by Director Dowdy, seconded by Director Strickland, and after full discussion, the Board voted unanimously to extend an offer of employment to Brian Mills, as discussed in Closed Session.

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

APPROVED THIS June 8, 2022.

Vanessa Sommer
Secretary, Board of Directors

