

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

**August 14, 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 **August 14, 2024, at 5:00 p.m.** Whereupon, at 5:04 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; Shane Breyette, Maintenance 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 and Sgt. Walker of Harris County Precinct 4 Constables’ Office; Mike Williams and Mario Garcia of Municipal Operations (“MOC”), Operators for the District; Maria S. Parker 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 Michael Nutt of Resurrection Lutheran Church (“RLC”). Mr. Nutt addressed the Board regarding the detention pond on the Meadow Edge property which is being annexed into the District, advising that RLC is part owner of the detention pond and that there is a Boundary Line and Pond Agreement which has been filed in the Real Property Records of Harris County affecting said pond. Mr. Nutt was advised that they will check into this matter, but based on the information presented, this issue is solely between RLC and the owner of the Meadow Edge property.

**FINANCIAL ADVISOR’S REPORT**

No Report was offered.

## ELECTION

Ms. Parker discussed with the Board the proposed Bond, Park Bonds, and Maintenance Tax Election to be held November 5, 2024, and reviewed with the Board to Order Calling Bond Election, Park Bond Election, and Maintenance Tax Election and the Bond Election Engineering Reports, and reviewed the Engineering Reports for the elections, which recommend unlimited tax bonds in the amount of \$34,950,000 for water, sanitary sewer, and drainage facilities, unlimited tax park bonds in the amount of \$10,550,000, and an increase of \$0.10 in the maintenance tax for total maintenance tax of \$0.25.

Upon motion by Director Sommer, seconded by Director Strickland, the Board voted unanimously to (1) call the Bond Election for \$34,950,000, the Park Bond Election for \$10,550,00, and the Maintenance Tax Election for a total rate of \$0.25; (2) approve the Order Calling Election, as presented; and (3) approve the Engineering Reports, as presented.

## CONSENT AGENDA

The Board considered the following items under its Consent Agenda:

1. **Detention and Drainage Facilities Reports:** The Board recognized Mr. Benis, 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. Ms. Hall also reviewed the Delinquent Tax Report, including a list of accounts for termination for unpaid utility bills, and a list of accounts to be moved to the uncollectible roll.
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. Ms. Shelnett additional checks 2200 – 2204 for payment.
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 June 7, June 12, June 20, July 1, July 10, and July 12, 2024, previously distributed to the Board, were presented for consideration and approval.
6. **Revenue Management Services:** No Report was offered.
7. **Resolution Evidencing Annual Review of Investment Policy:** Ms. Parker presented to and reviewed with the Board the a Resolution Evidencing Annual Review of Investment Policy.
8. **Recycle Contract with Best Trash:** A proposed recycle contract with Best Trash was presented.

Upon motion by Director Perkins, seconded by Director Sommer, 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, payment of checks listed therein, accounts for termination, and moving listed accounts to uncollectible roll; (3) approve the Bookkeeper's Report, the Investment Report, checks presented for payment, including checks 2201-2204; (4) approve the Peace

Officer's Report and Interlocal Agreement for Law Enforcement Services; (5) approve the Minutes of the meetings held June 7, July 1, and July 18, as submitted, and the Minutes of the meetings held June 12, June 20, and July 10, as amended; and (6) approve the Resolution Evidencing Annual review of Investment Policy. The Recycle Contract was removed from the Consent Agenda for later discussion.

**2024 TAX LEVY**

No action was taken.

**OPERATIONS REPORT**

The Board next recognized Mr. Williams, who presented to the Board the Operations Report, a copy of which is attached hereto, noting that there are 44 accounts on the pre-cutoff list.

The Board discussed the illegal dumping of waste into the District's sanitary sewer system by Texas Pride Septic. Mr. Williams advised that MOC would take samples for testing. Mr. Mills noted that the Constables and an Environmental Investigator were called to the scene and that a police report had been filed. Ms. Parker reviewed with the Board the penalties set forth in the District's Rate Order and advised that SK Law would send a notice/demand letter to Texas Pride Septic to levy the penalties and to make a claim for damages to the District's facilities.

Upon motion by Director Perkins, seconded by Director Strickland, and after full discussion, the Board voted unanimously to approve the Operations Report and accounts listed for termination.

**ENGINEER REPORT**

The Board recognized Ms. Parker, who advised that she and Deidra Daniels had met with Mr. Davis and Mr. Gutierrez earlier in the day to review pending District projects, noting that the District is very busy. Ms. Parker also recommended having a special meeting to discuss the proposed Rate Order amendments.

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:

- Approval of Change Order No. 3 and final, adjusting the final contract amount to \$614,870.84 for the Louetta Lift Station Improvements;
- Pay Estimate No. 7 and final, in the amount of \$72,782.08, payable to RJ Construction for the Louetta Lift Station improvements;
- Accept Certificate of Completion for Louetta Lift Station improvements project with warranty period to commence August 14, 2024;
- Approve and authorize execution of annual certification letters to owners of commercial detention facilities in accordance with the District's drainage policy;
- Authorize an amount not to exceed \$15,000 for electrical improvements for the Enchanted Oaks Tennis Court improvements project; and
- Approve Pay Estimate No. 1, in the amount of \$37,800.00, payable to Neil Technical Services for the SCADA improvements project.

Mr. Gutierrez next presented to and reviewed with the Board an analysis of the North Harris County Regional Water Authority fee and historical consumption by the District. Based on such analysis, Mr. Gutierrez recommended that the District continue with the current RWA fee charged to District residents of \$4.31 per 1,000 gallons.

Upon motion by Director Strickland, seconded by Director Perkins, and after full discussion, the Board voted unanimously to approve (1) the Engineer's Report; (2) Change Order No. 3 and final, adjusting the final contract amount to \$614,870.84 for the Louetta Lift Station Improvements; (3) Pay Estimate No. 7 and final, in the amount of \$72,782.08, payable to RJ Construction for the Louetta Lift Station improvements; (4) acceptance of the Certificate of Completion for Louetta Lift Station improvements project with warranty period to commence August 14, 2024; (5) authorization to execute the annual certification letters to owners of commercial detention facilities in accordance with the District's drainage policy; (6) an amount not to exceed \$15,000 for electrical improvements for the Enchanted Oaks Tennis Court improvements project; (7) Pay Estimate No. 1, in the amount of \$37,800.00, payable to Neil Technical Services for the SCADA improvements project; and (8) the amount of \$4.31 for the RWA fee charged to the residents.

### **ATTORNEY'S REPORT**

The Board recognized Ms. Parker, who advised that a request had been received from Spring ISD to cancel its contract with the District for water/sewer services provided to McNabb Elementary and that LEI will report on the matter at next week's meeting.

Ms. Parker next discussed implementing an Emergency Action Plan and advised that such plan will be presented to the Board at next week's meeting.

Ms. Parker also discussed the (1) Resolution Requesting Approval of the TCEQ for Change in Project Scope; and (2) Resolution Establishing Intent to Reimburse Operating Funds from Unlimited Tax Bonds.

Ms. Parker next discussed with the Board the proposed recycle contract presented by Best Trash, noting that the proposed rate is \$4.83 per month, per household, with an additional \$1.80 per month, per household for recycle carts with lids and wheels. After discussion, it was the consensus of the Board that the wheeled carts not be provided and that the recycle contract remain at the rate of \$4.83.

Ms. Parker next discussed a contract for Best Trash to collect storm debris, at a rate of \$1850 per load, inclusive of fuel and disposal fees, not to exceed 30 trucks. After discussion, it was the consensus of the Board that Ms. Parker and Director Strickland meet with Best Trash for further discussions.

### **DISTRICT AND MAINTENANCE MANAGERS' REPORT**

The Board recognized Mr. Mills, who advised that Mr. Breyette requested that the Board consider purchasing a stand-alone wood splitter to assist with tree removal in the Park.

Upon motion by Director Strickland, seconded by Director Sommer, and after full discussion, the Board voted unanimously to authorize an amount not to exceed \$3,000 to purchase a stand-alone wood splitter.

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

APPROVED THIS September 11, 2024



Vanessa Sommer  
Secretary, Board of Directors