

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

January 11, 2023

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

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 **January 11, 2023, 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 members of the Board were present, thus constituting a quorum.

Also present at the meeting were Brian Mills, District Manager; John Davis of Lanford Engineering Inc. (“LEI”), Engineers for the District; Chris Zilko of Inframark, the District’s Operator; 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; Ryan Fortner of Revenue Management Services; 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 Robert Sordahl, a member of the Public.

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.
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.
5. **Minutes of Meetings:** Proposed minutes of the meeting held December 14, 2022, 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.

Upon motion by Director Strickland, 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, a (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 meeting held December 14, 2022, as submitted; and (6) approve the Revenue Management Services Report.

OPERATIONS REPORT

The Board next recognized Mr. Zilko who presented to the Board the Operations Report, a copy of which is attached hereto, and discussed with the Board water service terminations pursuant to the District's Rate Order. Mr. Zilko also presented a commercial customer's request for a leak adjustment. The Board noted that the District's Rate Order does not provide a leak adjustment for commercial accounts. Mr. Zilko next requested approval to replace the pump at Lift Station #6 at a cost of \$11,902. Finally, Mr. Zilko advised that the 15 electronic meters had been installed. Director Perkins inquired in there would be a reduction in operation charges once all electronic meters are installed since the Operator would not have to physically read the meters. Mr. Zilko advised that there would not be a reduction on charges.

Upon motion by Director Dowdy, seconded by Director Strickland, and after full discussion, the Board voted unanimously to approve (1) the Operations Report; (2) water service terminations, as presented; and (3) replacement of the pump at Lift Station #6 at a cost of \$11,902.

ENGINEER REPORT

The Board recognized Mr. Davis, 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. Mr. Davis also requested the following:

- authorization to approve certificate of completion and release final payment in the amount of \$18,370.00 to Northern Steel Tanks;
- authorization for LEI to coordinate with District Consultants to produce a Distribution Records Sheet for funds used/distributed on 2021 bond projects; and
- authorization for Inframark to make water plant repairs, including replacing HRT airline, replacing HPT tank head piping, repairing air compressor electrical panel, installing SCADA pressure sensor at Louetta Lift Station, replace check valves, and install printer at Water Plant #1 for SCADA reports.

Upon motion by Directory Dowdy, seconded by director Sommer, and after full discussion, the Board voted unanimously to (1) approve the Engineer's Report; (2) authorize LEI approve certificate of completion and release final payment in the amount of \$18,370.00 to Northern Steel Tanks; (3) authorize LEI to coordinate with District Consultants to produce a Distribution Records Sheet for funds

used/distributed on 2021 bond projects; and (4) authorize Inframark to make water plant repairs, including replacing HRT airline, replacing HPT tank head piping, repairing air compressor electrical panel, installing SCADA pressure sensor at Louetta Lift Station, replace check valves, and install printer at Water Plant #1 for SCADA reports.

ATTORNEY'S REPORT

The Board recognized Ms. Parker, who advised that the North Harris County Regional Water Authority (“RWA”) was reducing its rates effective February 1, 2023, and recommended that the District consider amending its Rate Order to reduce the RWA Fee charged to District customers.

After discussion, the Board requested that Mr. Davis present to the Board a proposed RWA fee at the January 19 board meeting.

The Board recognized Mr. Kahn, who advised that the check issued at this meeting to Mr. Dellinger for consulting fees was the last payment, as previously approved by the Board. Mr. Kahn noted that Mr. Dellinger suggested extending the consulting period by one or two months, at a fee of \$300 per month, and thereafter on an hourly basis, as needed.

After discussion, it was the consensus of the Board to pay Mr. Dellinger on an hourly basis (\$30 per hour), as needed.

DISTRICT MANAGER'S REPORT

The Board recognized Mr. Mills, who presented to and reviewed with the Board his District Manager's Report.

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

MAINTENANCE MANAGER'S REPORT

The Board recognized Mr. Breyette, who informed the Board that two (2) backflow preventers in the park had been replaced due to damage during the recent freeze. Mr. Breyette also advised that the waterfall is now working, and that there is erosion under the spillway on the Upper Lake and he is getting proposals for repair.

The Board noted that no action was necessary in connection with the Maintenance 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 _____.

Secretary, Board of Directors