

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

SEPTEMBER 13, 2023

**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 **September 13, 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 Directors were present, thus constituting a quorum.

Also present at the meeting were Brian Mills, District Manager; Shane Breyette, Maintenance Manager; Norman Gutierrez of Lanford Engineering Inc. (“LEI”), Engineers for the District; Travis Benes and J.C. Reno of Storm Water Solutions (“SWS”); Pat Hall of Equi-Tax, Tax Assessors for the District; Kim Shelnuitt of Myrtle Cruz, Inc. (“Myrtle Cruz”), Bookkeeper for the District; Sgt. Walker and Captain Medina of Harris County Precinct 4 Constables’ Office; Mike Williams and Mario Garcia of Municipal Operations (“MOC”), Operators for the District; Mitchell Neupart of R.W. Baird (“Baird”), Financial Advisors 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.

HEAR FROM THE PUBLIC

The Board recognized Mr. Olesen who inquired about the electronic speed signs on Cypresswood and why they do not work at night.

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. Mr. Reno also presented (1) a proposal in the amount of \$22,700 for rehabilitation of the Haas Detention Pond; and (2) a proposal in the amount of \$22,484 to repair washouts along the pilot channel.
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

noted that the District's 2023 taxes are 99.4% collected and the 2023 Certified Value is \$1,168,917,713.

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 call/complaints originating in the District.
5. **Minutes of Meetings:** Proposed minutes of the meetings held August 14, August 17, August 19, and September 1, 2023, previously distributed to the Board, were presented for consideration and approval.
6. **Revenue Management Services:** No Report was offered.

Upon motion by Director Dowdy, seconded by Director Sommer, and after full discussion, the Board voted unanimously, as follows: (1) approve the Detention and Drainage Facilities Report, including the proposals presented; (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; and (5) approve the Minutes of the meetings held August 14, August 17, and August 19, as submitted, and the Minutes of the meeting held September 1, 2023, as amended.

FINANCIAL ADVISOR'S REPORT

Discuss 2023 Tax Rate/Call Public Hearing on Proposed 2023 Tax Rate

The Board recognized Mr. Neupart, who presented to and reviewed with the Board the 2023 tax rate recommendation for the District and reviewed with the Board the District's 2023 certified values and a cash flow analysis based on the 2023 recommended debt service tax rate, noting that the District is a Developing District, as defined in Section Water Code, Section 49.23602. Ms. Parker then reviewed with the Board the process for setting the tax rate, noting that the District must hold a public hearing for discussion of the proposed rate to be set and would then adopt the tax rate for 2023.

The Board then discussed setting a meeting date for conducting the public hearing and setting the tax rate. It was the consensus of the Board to schedule such meeting for 5:00 p.m., Wednesday, October 11, 2023, at 19023 Joanleigh, Spring, Texas.

Upon motion by Director Dowdy, seconded by Director Perkins, and after full discussion, the Board voted unanimously to (1) confirm that the District is a Developing District, as that term is defined in Texas Water Code, Section 49.23602; (2) call the public hearing on the 2023 Tax Rate, to be held at 5:00 p.m., Wednesday, October 11, 2023, at 19023 Joanleigh, Spring, Texas, at which meeting the District would consider setting the tax rate for 2023; and (3) authorize the publication of the Notice of Public Hearing on Tax Rate at a proposed total tax rate for 2023 of \$0.32 per \$100 of assessed, along with a tax rate and levy analysis as required by Chapter 49 of the Texas Water Code.

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 the pre-cutoff list at of the time of the meeting was 68 customers and that door tags would be hung on September 14. Mr. Williams also advised that 368 electronic meters had been installed and that door tags were hung to notify the residents of the meter change.

The Board recognized Mr. Garcia, who updated the Board on the WWTP, noting that it is 100% back online, and that the Water Well is also back online. Mr. Garcia also noted that the North Harris County Regional Water Authority had reduced its fees, effective October 1, 2023.

Upon motion by Director Perkins, seconded by Director Dowdy, 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 updated the Board on the status of various projects and development within the District. Mr. Gutierrez also requested the following:

- Approve proposal from C&C Water Services, LLC, in the amount of \$260,201.00 for emergency repairs to Water Well 1
- Approve Change Order No. 1 to increase contract amount by \$10,326.60 and Pay Application No. 4, in the amount of \$245,353.60, payable to RJ Construction for the Louetta Lift Station project
- Approve Pay Estimate No. 1 in the amount of \$90,079.20, payable to T Construction, LLC, for the Sanitary Sewer Rehab project
- Authorize update to Feasibility Study for the proposed construction of Motel 6 (fee has been paid)
- Authorize distribution of updated Emergency Preparedness Plan to required regulatory agencies
- Authorize additional invoice in the amount of \$13,031.70 to Spring West MUD for fees related to the construction of the interconnect

Upon motion by Director Perkins, seconded by Director Sommer, and after full discussion, the Board voted unanimously to approve (1) the Engineer's Report; (2) proposal from C&C Water Services, LLC, in the amount of \$260,201.00 for emergency repairs to Water Well 1; (3) Change Order No. 1 to increase contract amount by \$10,326.60 and Pay Application No. 4, in the amount of \$245,353.60, payable to RJ Construction for the Louetta Lift Station project; (4) authorization to update to Feasibility Study for the proposed construction of Motel 6 (fee has been paid); (5) authorization to distribute updated Emergency Preparedness Plan to required regulatory agencies; and (6) authorization for additional invoice in the amount of \$13,031.70 to Spring West MUD for fees related to the construction of the interconnect.

Mr. Gutierrez further advised that the Power Pole project on Enchanted Stream was complete and that LEI will notify CenterPoint regarding the debris left onsite.

ATTORNEY'S REPORT

The Board recognized Mr. Parker, who advised that the Texas Workforce Commission ruled that the claimant was not an employee of the District. Ms. Parker presented to and reviewed with the Board a cancellation of insurance for the pool wall. Finally, Ms. Parker discussed with the Board scheduling a Public Hearing on the District's proposed Hazard Mitigation Plan.

Upon motion by Director Perkins, seconded by Director Sommer, and after full discussion, the Board voted unanimously to (1) authorize the District President to execute the cancellation of insurance for the pool wall; and (2) schedule the Public Hearing on the proposed Hazard Mitigation Plan for 9 a.m., Thursday, October 21, 2023.

MAINTENANCE MANAGER’S REPORT

The Board recognized Mr. Breyette, who presented a Change Order in the amount of \$7,653.00 to add concrete fabric to the water fall repair project.

Upon motion by Director Strickland, seconded by Director Perkins, and after full discussion, the Board voted unanimously to approve the Change Order in the amount of \$7,653.00 to add concrete fabric to the water fall repair project

DISTRICT MANAGER’S REPORT

The Board recognized Mr. Mills, who provided an update on the District’s National Night Out and Trunk or Treat events.

The Board took no action.

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 October 11, 2023



Vanessa Sommer
Secretary, Board of Directors