

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

MARCH 13, 2024

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 **March 13, 2024, 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; John Davis and Norman Gutierrez of Lanford Engineering Inc. (“LEI”), Engineers for the District; J.C. Reno 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, Sgt. Walker, and Lt. Flores of Harris County Precinct 4 Constables’ Office; Ryan Fortner of Revenue Management Services (“RMS”); 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; Matt Zeve of Guage Engineering; 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 Ms. Stephens, who discussed with the board the proposed annexation of an approximate 18 acre tract of land on Meadow Edge into the District with possible reimbursement from the District, noting that her client had the property under contract for light commercial development. Mr. Gutierrez noted that the feasibility study was not yet complete.

Upon motion by Director Perkins, seconded by Director Sommer, and after full discussion, the Board voted unanimously to authorize the District’s Attorneys to begin drafting an Annexation and Reimbursement Agreement, with details to be finalized once the feasibility study is completed.

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.
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. Shelnutt, 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 February 14 and February 22, 2024, previously distributed to the Board, were presented for consideration and approval.
6. **Revenue Management Services:** The Board recognized Mr. Fortner, who presented to and reviewed with the Board the FYE 2023 Report, noting that the District had 189 sales tax filers and received \$1.6 million in SPA revenue.
7. **Amendment to Notice to Selles and Purchasers:** The Board recognized Ms. Parker, who presented to and reviewed with the Board an Amendment to Notice to Sellers and Purchasers. Ms. Parker informed the Board that the Notice to Sellers and Purchasers must be revised to reflect the Series 2024 Bonds issued by the District which closed on February 15, 2024. Ms. Parker also advised that the Notice will be filed in the Harris County Real Property records and with the Texas Commission on Environmental Quality

Upon motion by Director Dowdy, seconded by Director Sommer, and after full discussion, the Board voted unanimously, as follows: (1) approve the Drainage and Drainage Facilities Report; (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; (5) approve the Minutes of the meeting held February 14, and February 22, 2024, as submitted; (6) approve the Revenue Management Services Report; and (7) approve the Amendment to Notices to Sellers and Purchasers.

OPERATIONS REPORT

The Board next recognized Mr. Garcia, who presented to the Board the Operations Report, a copy of which is attached hereto. Mr. Garcia also noted that there are 38 accounts on the cutoff list.

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

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 approval of the following:

- Change Order No. 1 to increase the total contract amount payable to CFG Industries LLC for the rehabilitation of the Elevated Storage Tank project to \$293,990.00

- Pay Estimate No. 3 in the amount of \$16,362.24 payable to CFG Industries LLC for the rehabilitation of the Elevated Storage Tank project
- Pay Estimate No. 2 and Final in the amount of \$34,206.10 payable to CC Water Services LLC for Water Well No. 1 emergency repairs

Upon motion by Director Dowdy, seconded by Director Perkins, and after full discussion, the Board voted unanimously to approve (1) the Engineer's Report; (2) Change Order No. 1 to increase the total contract amount payable to CFG Industries LLC for the rehabilitation of the Elevated Storage Tank project to \$293,990.00; (3) Pay Estimate No. 3 in the amount of \$16,362.24 payable to CFG Industries LLC for the rehabilitation of the Elevated Storage Tank project; and (4) Pay Estimate No. 2 and Final in the amount of \$34,206.10 payable to CC Water Services LLC for Water Well No. 1 emergency repairs.

ATTORNEY'S REPORT

The Board recognized Ms. Parker, who discussed with the Board the November 2024 park bond election, noting that the District needed to adopt a Master Park Plan.

Upon motion by Director Perkins, seconded by Director Strickland and after full discussion, the Board voted unanimously to approve the Resolution Adopting the Master Plan for Parks, Recreation, and Open Space, as presented. A copy of the Resolution is on file in the District's public files and records.

DISTRICT AND MAINTENANCE MANAGERS' REPORT

The Board recognized Mr. Mills, who provided updates on the fishing dock repair, fish stocking, playground equipment installation, and upcoming special events. Mr. Mills also advised that an Eagle Scout will be doing a bird house project in the Park and will be building approximately 30 bird houses specific to the bird population in the HC110 Park.

Mr. Mills also provide an update on the Flock cameras, noting that he is still waiting to receive a correct invoice from Flock.

The Board noted that no action was necessary in connection with the Managers' Reports.

FLOOD MITIGATION MATTERS

No Report was offered.

COMMITTEE REPORTS AND DIRECTOR COMMENTS

No Report was offered.

CLOSED SESSION

Upon motion by Director Dowdy, seconded by Director Perkins, and after full discussion, the Board voted unanimously to convene in Closed Session at 7:20 p.m. to discuss real estate matters.

OPEN SESSION

Upon motion by Director Perkins, seconded by Director Sommer, and after full discussion, the Board voted unanimously to reconvene in open session at 7:53 p.m.

Upon motion by Director Perkins, seconded by Director Sommer, and after full discussion, Directors Sommer, Perkins, Dowdy, and Strickland voted to authorize the actions discussed in closed session. Director Williams voted against the Motion. The motion carried.

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

APPROVED THIS 4-11-2024.

Vanessa Sommer
Secretary, Board of Directors

