

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

SEPTEMBER 1, 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 **special session**, open to the public, at the designated meeting place of the Board in the District on **September 1, 2023, at 10:00 a.m.**; whereupon, at 10:00 a.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, except Director Dowdy, thus constituting a quorum.

Also present at the meeting were Brian Mills, District Manager; John Davis and Norman Gutierrez of Langford Engineering, Inc. (“LEI”), Engineers for the District; Mike Williams and Mario Garcia of Municipal Operations (“MOC”), Operators for the District; Ryan Fortner of Revenue Management Services; 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.

HEAR FROM THE PUBLIC

The Board recognized Ms. K. Kerns, who addressed the Board about an encroachment letter received from the District, noting that she has given LEI a survey showing that there is not an encroachment. Ms. Kerns requested that she be provided a letter stating that her pool does not encroach on the District’s easement. Ms. Parker noted that such a letter will be sent.

DROUGHT CONTINGENCY PLAN

The Board recognized Ms. Parker, who discussed with the Board the necessity to implement Stage 2 of the District’s Drought Contingency Plan (“DCP”), noting that, due to the District’s GRP contract with North Harris County Regional Water Authority (“RWA”), the District is obligated to implement such DCP.

The Board next discussed how to handle violations.

Upon motion by Director Perkins, seconded by Director Sommer, and after full discussion, the Board voted unanimously to authorize the following actions in connection with the District’s DCP: (1) violations of the DCP will be noted by time and date stamped photo; (2) violation photos will be given to the District Manager; (3) the first violation will result in a warning letter being hand-delivered to the

resident by the District Manager; (4) the second violation will result in a \$250 fine and termination of the resident's water/sewer service; (5) a third violation will result in a \$350 fine and termination of the resident's water/sewer service; (6) a fourth violation will result in a \$500 fine and termination of the resident's water/sewer service; and (7) MOC will hand door tags prior to any termination.

ENGINEER'S REPORT

The Board recognized Mr. Davis, who provided an update on the Well #1 repairs. Mr. Davis also advised that the tub seal on the West Clarifier must be replaced and that NTS is repairing a pump seal failure on the Lift Pump #3 at the WWTP.

RATE ORDER

The Board recognized Mr. Williams, who requested that the Rate Order be amended to include the hanging of door tags prior to all terminations of service.

Upon motion by Director Perkins, seconded by Director Sommer, and after full discussion, the Board voted unanimously to amend the Rate Order to include the hanging of door tags prior to all terminations of service.

SALES TAX MONITORING

The Board recognized Mr. Fortner, who presented to and reviewed with the Board a new Agreement for Services for Sales Tax Monitoring, noting that he is requesting an increase of \$300 per month.

Upon motion by Director Strickland, seconded by Director Sommer, and after full discussion, the Board voted unanimously to approve the Agreement for Sales Tax Monitoring, subject to the addition of an annual CPI adjustment and final review by the District's Attorney.

[SIGNATURE PAGE FOLLOWS]

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

APPROVED THIS _____.

Secretary, Board of Directors