

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

**OCTOBER 11, 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 **October 11, 2023, at 5:00 p.m.** Whereupon, at 5:02 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, except Directory Dowdy, 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; Ryan Fortner of Revenue Management Services (“RMS”); Kim Shelnett of Myrtle Cruz, Inc. (“Myrtle Cruz”), Bookkeeper for the District; Captain Medina and Deputy Flores of Harris County Precinct 4 Constables’ Office; Mike Williams and Mario Garcia of Municipal Operations (“MOC”), Operators for the District; Stephen Eustis 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.

Some Agenda items were taken out of order.

**PUBLIC HEARING ON PROPOSED 2023 TAX RATE**

The Board opened the meeting to a public hearing on the proposed 2023 tax rate for the District. The Board recognized Ms. Parker, who reminded the Board that at the District’s meeting on September 14, 2023, the Board discussed levying a tax rate in 2023 of \$0.32 per \$100 of assessed valuation, consisting of a debt service tax rate of \$0.17 per \$100 of assessed valuation and an operations/maintenance tax rate of \$0.15 per \$100 of assessed valuation. Ms. Hall noted that the notice of the proposed 2023 tax rate of \$0.32 per \$100 of assessed valuation was published in a paper of general circulation within the District prior to this public hearing, as required by the Texas Water Code. The Board, noting that there were no members of the public present who wished to comment on the 2023 tax rate, closed the public hearing and resumed the regular meeting.

## **ORDER SETTING TAX RATE FOR 2023**

Consideration was then given to the adoption of an Order Setting Tax Rate and Levying Tax for 2023.

Upon motion by Director Perkins, seconded by Director Sommer, and after full discussion, the Board voted unanimously to set and levy a 2023 tax rate of \$0.32 per \$100 of assessed valuation, which tax shall be allocated \$0.17 per \$100 valuation for debt service purposes and \$0.15 per \$100 valuation for maintenance and operation purposes, and to adopt the Order Setting Tax Rate and Levying Tax evidencing the same.

## **AMENDMENT TO NOTICE TO SELLERS AND PURCHASERS**

Consideration was then given to a proposed Amendment to Notice to Sellers and Purchasers. Mr. Kahn informed the Board that the Notice to Sellers and Purchasers will be revised to reflect the 2023 tax rate levied by the District. Mr. Kahn also noted that the Notice will be filed in the Harris County Real Property records and with the Texas Commission on Environmental Quality (the "Commission").

Upon motion by Director Perkins, seconded by Director Sommer, and after full discussion, the Board by unanimous vote approved the Amendment to Notice to Sellers and Purchasers of Real Estate Located Within the District and authorized SK Law to file said Notice in the Harris County Real Property Records and with the Commission.

## **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. 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 Deputy Flores, who provided a summary of call/complaints originating in the District.
5. **Minutes of Meetings:** Proposed minutes of the meetings held September 13 and September 21, 2023, previously distributed to the Board, were presented for consideration and approval.
6. **Revenue Management Services:** Mr. Fortner presented the 4<sup>th</sup> quarter sales tax revenue report.

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 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 September 13, 2023, as submitted, and the Minutes of the meeting held September 21, 202, as amended; and (6) approve the Revenue Management Services Report.

### **FINANCIAL ADVISOR'S REPORT**

No Report was offered.

### **OPERATIONS REPORT**

The Board next recognized Mr. Garcia, 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 October 12.

The Board recognized Mr. Williams, who advised that one fine had been assessed for violation of the District's water restrictions and that 13 pallets of electronics meters had been received and were ready for installation.

Upon motion by Director Perkins, seconded by Director Sommer, 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:

- Approval of Change Order No. 2, adding \$67,194.24 to the contract for the Louetta Lift Station Improvement Project for additional labor and equipment;
- Approval of Pay Application No. 5, in the amount of \$104,124.82, payable to RJ Construction Co. for the Louetta Lift Station Improvement Project;
- Approval of Change Order No. 1, adding \$4,273.09 to the Hickory Twig Lift Station Rehabilitation Project for additional labor and equipment;
- Approval of Pay Application No. 4, in the amount of \$69,770.77, payable to RJ Construction Co. for the Hickory Twig Lift Station Rehabilitation Project; and
- Approval of Pay Application No. 2, in the amount of \$107,014.05, payable to T-Construction, LLC for the 2022 Sanitary Sewer Rehabilitation project.

Upon motion by Directory Perkins, seconded by Director Sommer, and after full discussion, the Board voted unanimously to approve (1) the Engineer's Report; (2) Change Order No. 2, adding \$67,194.24 to the contract for the Louetta Lift Station Improvement Project for additional labor and equipment; (3) Pay Application No. 5, in the amount of \$104,124.82, payable to RJ Construction Co. for the Louetta Lift Station Improvement Project; (4) Change Order No. 1, adding \$4,273.09 to the Hickory Twig Lift Station Rehabilitation Project for additional labor and equipment; (5) Pay Application No. 4, in the amount of \$69,770.77, payable to RJ Construction Co. for the Hickory Twig Lift Station

Rehabilitation Project; and (6) Pay Application No. 2, in the amount of \$107,014.05, payable to T-Construction, LLC for the 2022 Sanitary Sewer Rehabilitation project.

The Board recognized Mr. Davis, who advised that HCFCD announced a Cypress Creek improvement project from I-45 East to Inverness Forest, which project will slope the slope sides back to 4 to 1 or 5 to 1 and will be paid for with bond funds.

**ATTORNEY’S REPORT**

No Report was offered.

**MAINTENANCE MANAGER’S REPORT**

No Report was offered

**DISTRICT MANAGER’S REPORT**

The Board recognized Mr. Mills, who provided an update on the District’s upcoming 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 11-8-2023.



Vanessa Semmer  
Secretary, Board of Directors