

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

September 11, 2024

**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 11, 2024, at 5:00 p.m.** Whereupon, at 5:04 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; John Davis and Norman Gutierrez of Lanford Engineering Inc. (“LEI”), Engineers for the District; Travis Benes and Phil Halbert 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, Lt. Flores, and Sgt. Walker of Harris County Precinct 4 Constables’ Office; Mike Williams and Mario Garcia of Municipal Operations (“MOC”), Operators for the District; Ryan Fortner of Revenue Management Services; 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.

Some Agenda items were taken out of order.

HEAR FROM THE PUBLIC

The Board recognized Michael Nutt of Resurrection Lutheran Church (“RLC”), who advised that RLC had been in communications with the developer of the Meadow Edge property.

FINANCIAL ADVISOR’S REPORT

Discuss 2024 Tax Rate/Call Public Hearing on Proposed 2024 Tax Rate

The Board recognized Mr. Neupart, who presented to and reviewed with the Board the 2024 tax rate recommendation for the District and reviewed with the Board the District’s 2024 certified values and a cash flow analysis based on the 2024 recommended debt service tax rate, noting that the District is not a Developed District, as defined in 2024 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 2024.

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 4:00 p.m., Wednesday, October 9, 2023, at 19023 Joanleigh, Spring, Texas.

Upon motion by Director Dowdy, seconded by Director Sommers, and after full discussion, the Board voted unanimously to (1) confirm that the District is not a Developed District, as that term is defined in Texas Water Code, Section 49.23602; (2) call the public hearing on the 2024 Tax Rate, to be held at 4:00 p.m., Wednesday, October 9, 2023, at 19023 Joanleigh, Spring, Texas, at which meeting the District would consider setting the tax rate for 2024; and (3) authorize the publication of the Notice of Public Hearing on Tax Rate at a proposed total tax rate for 2024 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.

ELECTION

Ms. Parker discussed with the Board the proposed Bond, Park Bonds, and Maintenance Tax Election to be held November 5, 2024, and discussed with the Board the town hall to be held on October 9, 2024, to present election information to the public.

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 SWS regarding the maintenance of various detention ponds in the District and who presented a revised annual maintenance contract to include the recently purchased Hendricks' tract of land.
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 also reviewed the Delinquent Tax Report, including a list of accounts for termination for unpaid utility bills, and a list of accounts to be moved to the uncollectible roll.
3. **Bookkeeper's Report/Investment Report:** The Board recognized Ms. Shelnut, who presented the Bookkeeper's Report and Investment Report, copies of which are attached hereto, and certain invoices for payment by the Board. Ms. Shelnut additional checks 2243-2249 for payment.
4. **Peace Officer's Report and approval of Contract:** 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 and August 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 SPA Audit for third quarter of 2024.
7. **Recycle Contract with Best Trash:** The Board took no action on this item.
8. **Order Designating Administrative Office:** The Board recognized Ms. Parker, who reviewed with the Board an Order Designating Administrative Office and Meeting Place(s) Inside and Outside the District. She stated that SK Law will be moving to 1330 Post Oak Boulevard, Suite 2650, Houston, Texas 77056 on October 1, 2024.

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 and revised Annual Maintenance Contract; (2) approve the Tax Assessor/Collector's Report, payment of checks listed therein, accounts for termination, and moving listed accounts to uncollectible roll; (3) approve the Bookkeeper's Report, the Investment Report, checks presented for payment, including checks 2243-2249; (4) approve the Peace Officer's Report; (5) approve the Minutes of the meetings held August 14 and August 22, 2024, as submitted; (6) approve the Revenue Management Services Report; and (7) approve the Order Amending and Restating Order Designating Administrative Office, Meeting Places and Other Offices.

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 there are 48 accounts on the pre-cutoff list.

The Board discussed certain Rate Order amendments, including stepped rates for large usage. Director Strickland discussed the water leak at Walgreens and requested that notice of termination be sent if the leak is not repaired.

Upon motion by Director Strickland, seconded by Director Perkins, and after full discussion, the Board voted unanimously to approve (1) the Operations Report; (2) accounts listed for termination; and (3) that a notice be sent to Walgreens that service will be terminated on September 23, 2024, if the water leak is not repaired.

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 of the following:

- Authorization for LEI to proceed with the production of a Pollution Hazard Engineering Report for Water Well Nos. 1 and 2;
- Approval of Change Order No. 2, in the amount of \$13,385.00, to the Classic Sports contract for the tennis courts improvements, to additional equipment, labor, and materials;
- Approval of Pay Estimate No. 3, in the amount of \$35,986.10, payable to Classic Sports for the tennis courts improvement project; and
- Approval of Pay Estimate No. 2 and final, in the amount of \$,200.00, payable to NTS for the 2024 SCADA improvement project.

Mr. Gutierrez also provided an update on the District's Bond Application pending approval at the TCEQ.

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. 2, in the amount of \$13,385.00, to the Classic Sports contract for the tennis courts improvements, to additional equipment, labor, and materials; (3) Pay Estimate No. 3, in the amount of \$35,986.10, payable to Classic Sports for the tennis courts improvement project; and (4) Pay Estimate No. 2 and final, in the amount of \$,200.00, payable to NTS for the 2024 SCADA improvement project.

Ms. Parker noted that the District could adopt an Order Establishing Rules and Regulations Regarding Sanitary and Pollution Control of the Areas in Proximity to the District's Public Water Supply Wells. After discussion, it was the consensus of the Board to defer action on LEI's request for authority to prepare a Pollution Hazard Engineering Report.

ATTORNEY'S REPORT

No Report was offered.

DISTRICT AND MAINTENANCE MANAGERS' REPORT

The Board recognized Mr. Mills, who updated the Board on projects in the District and upcoming events, including National Night Out.

The Board took no action.

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

APPROVED THIS 10.9.2024.

Vanessa Sommer
Secretary, Board of Directors

