

**HARRIS COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 113**

Minutes of Meeting of Board of Directors

February 14, 2023

The Board of Directors (“Board”) of Harris County Water Control and Improvement District No. 113 (“District”) met on February 14, 2023 at 12903 Cricket Hollow Ln., Cypress, Texas, pursuant to the duly posted notice of said meeting with a quorum of directors present as follows:

Ken Atchison, President  
Carolyn Maniscalco, Vice President  
Darren Hoyland, Secretary  
Scott McCorkle, Director  
David Robicheaux, Director

and the following absent:

None

Also in attendance were Scott Shelnett, Michelle Guerrero, Chris Burke and Lisa Stephens.

The President called the meeting to order and declared it open for such business as might properly come before it.

1. As no members of the public were in attendance, there were no public comments.

2. Minutes of the January 10, 2023 meeting were presented. Director Hoyland made a motion to accept the minutes as presented. Director McCorkle seconded the motion and with there being no opposition, said minutes were approved as presented.

3. Due to Mr. Burke’s schedule, the engineer’s report was presented next. Mr. Burke reported on the status of projects at the Water Plant and Sanitary Sewer System. Mr. Burke also reported on street flooding on Mystic Bend and a recent failure and sinkhole on Early Hollow. After discussion, upon motion duly made by Director Hoyland, seconded by Director Maniscalco and unanimously carried, the Board approved the engineer’s report as presented.

4. Michelle Guerrero presented the tax assessor-collector’s report. \$172,780.41 was received during the month for 2022 taxes. After a -\$106.50 adjustment, the 2022 taxes were 92.14% collected. Ms. Guerrero reported that the first set of delinquent statements had been mailed for 2022 taxes not yet paid. Upon motion made by Director Hoyland, seconded by Director Robicheaux and unanimously carried, the Board approved the tax assessor-collector’s report and the checks drawn on the tax fund.

5. The Board considered an Order Levying Additional Penalty for Delinquent Taxes. Upon motion duly made by Director Hoyland, seconded by Director Maniscalco and unanimously, the Board adopted said order, as attached hereto.

6. Lisa Stephens advised the Board Smith, Murdaugh, Little & Bonham, LLP would submit the annual report as required under Senate Bill 625 (Texas Local Government Code, Chapter 203, Subchapter D) to the Texas Comptroller. Director Hoyland made a motion authorizing the submittal of said annual report. Director McCorkle seconded the motion. With there being no opposition the Board approved submission of said report as required.

7. The Board agreed to table reviewing the electricity contract until the March meeting.


8. Scott Shelnett presented the operator's report. There were 421 total connections in the District. Collections for the month were at \$32,103.95 with current billings at \$27,356.11. The report showed water accountability at 80.06% during the period December 15, 2022 – January 16, 2023. Total water plant pumpage for the prior month was 3,030,000 gallons. There were no permit violations at the wastewater treatment plant reported. Mr. Shelnett advised the Board that they had investigated the high consumption on account 70113-100037502, and no leak was found. Director McCorkle made a motion to authorize the operator to revise the respective invoice to the lowest tier which brought the total from \$1,062.73 to \$803.73. Director Robicheaux seconded the motion. Director Hoyland was opposed to the motion. With the majority for, the motion passed, and the operator was approved to revise the bill to the lowest tier. The Board then reviewed the delinquent list and requested the operator to proceed as necessary in accordance with the District's rate order. Completed and pending action items were reviewed. Upon motion then made by Director Hoyland, seconded by Director McCorkle and unanimously carried, the Board approved the operator's report as presented.

9. The Board considered the Resolution Affirming Identity Theft Prevention Program. Mr. Shelnett reported that Municipal Operations & Consulting, Inc. ("MOC") has complied with the Red Flag Policy and there have been no significant events. MOC recommended no changes at this time. Upon motion then made by Director Hoyland, seconded by Director Robicheaux and unanimously carried, the Board authorized adoption of the attached Resolution Affirming Identity Theft Prevention Program with there being no changes.

10. The Board considered an amendment to the attached Order Establishing Policy and Rates for Water and Sewer Service which adds requirements regarding payments, payment schedules and continuation of service during extreme weather emergencies pursuant to Senate Bill 3. Upon motion duly made by Director McCorkle, seconded by Director Hoyland and unanimously carried, the Board approved the amendment as discussed.

11. The Board then reviewed the bookkeeper's report. Upon motion duly made by Director Hoyland, seconded by Director McCorkle and unanimously carried, the Board approved the attached bookkeeper's report and approved payment of the checks listed thereon.

With there being no further business to come before the Board, the meeting was adjourned.

  
Secretary