

HARRIS COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 113

Minutes of Meeting of Board of Directors

June 13, 2023

The Board of Directors (“Board”) of Harris County Water Control and Improvement District No. 113 (“District”) met on June 13, 2023, at 12706 Shady Knoll Lane., 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
David Robicheaux, Director
Scott McCorkle, Director

and the following absent:

None.

Also in attendance were Mr. Scott Shelnett of Municipal Operations & Consulting, Inc.; Ms. Michelle Guerrero of Bob Leared Interests; Mr. Christopher T. Burke of Burke Engineering, LLC; and Mr. Douglas McNiel, attorney for the District.

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

1. The Board opened the floor for public comment. As no members of the public were in attendance, there were no public comments.

2. The Board reviewed the minutes of its meeting held May 9, 2023, and upon motion made by Director Hoyland, seconded by Director McCorkle, and unanimously carried, the Board approved the minutes as presented.

3. Ms. Michelle Guerrero presented the tax assessor-collector’s report, a copy of which is attached. The District’s 2022 taxes are 97.190% collected. Upon motion made by Director Hoyland, seconded by Director McCorkle, and unanimously carried, the Board approved the tax assessor-collector’s report and the checks drawn on the tax fund.

4. Mr. Scott Shelnett presented the operator’s report, a copy of which is attached. The operator’s report reflected 421 total connections in the District. Collections for the month were at \$28,723.01 with current billings at \$29,215.26. The report showed water accountability at 87.07% during the period of April 14, 2023 to May 15, 2023. Total water plant pumpage for the prior month was 3,960,000 gallons. There were no permit violations reported at the wastewater treatment plant. The Board then reviewed the delinquent list and one account that was set to be shutoff on May 23, 2023. The account was paid after the shutoff date, and service was restored.

Completed and pending action items were reviewed. Mr. Shelnett provided an update on the light fixtures at the District’s water plant. The operator informed the Board that

the light fixtures need to be replaced and the District should switch to LED lights, the total cost of this change is expected to be \$6,300. Mr. Shelnutt and Chris Burke provided an update on the wastewater treatment plant's fuel tank. The tank is cast inside concrete containment and the top of concrete separated. Repairs to the tank containment are ongoing. Finally, Mr. Shelnutt requested that the Board include an increase to the operator's fee for labor costs on next month's agenda. Upon motion made by Director Hoyland, seconded by Director McCorkle, and unanimously carried, the Board approved the operator's report as presented and authorized up to \$6,300 of District funds to complete the needed replacement and repair of the lighting fixtures at the District's water plant.

5. Douglas McNiel then reported that the District's annual critical load and emergency operations information filing has been filed by the operator's office.

6. Christopher T. Burke presented the engineer's report, a copy of which is attached. Mr. Burke provided updates on the District's facilities and ongoing and upcoming projects. Mr. Burke and the Board discussed the District's upcoming valve replacement at the water plant and the requirement that the District connect to Harris County Municipal Utility District No. 364 system while the replacement occurs. Director Atkinson reminded Mr. Burke that there needs to be a test run for this connection prior to the valve replacement. Mr. Burke agreed with Director Atkinson. After discussion, upon motion made by Director Robicheaux, seconded by Director McCorkle, and unanimously carried, the Board approved the engineer's report as presented.

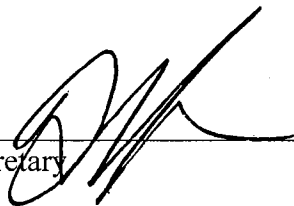
7. The Board then reviewed the bookkeeper's report, a copy of which is attached. The District's operating fund contained \$2,140,339.96. The District's construction fund contained \$104,285.84. The District's bond fund contained \$93,452.32. Upon motion by Director Hoyland, seconded by Director Robicheaux, and unanimously carried, the Board approved the bookkeeper's report and approved payment of the checks listed thereon.

8. Mr. McNiel presented the Annual Conflict Disclosure of Directors and asked the Directors to complete the forms. The attorney informed the Board that the District's Investment Officer, Mr. Bob Ideus, has completed the ethics letter and no conflicts were disclosed. Mr. McNiel's office will file the disclosures and the ethics letter with the Texas Ethics Commission.

9. Mr. McNiel presented an updated fee schedule to the Board for signature. The Board previously approved the updated fee schedule in April 2023, but additional signatures were required.

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

Secretary



HARRIS COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 113

NOTICE OF PUBLIC MEETING

Notice is hereby given to all interested members of the public that the Board of Directors of the captioned District will hold a public meeting at **12706 Shady Knoll Lane, Cypress, Texas**. The meeting will be held at **7:00 p.m.** on **Tuesday, June 13, 2023**.

The subject of the meeting is to consider and act on the following:

1. Public Comment
2. Minutes of the May 9, 2023 meeting
3. Tax assessor/collector's report; payment of bills; tax collections
4. Operator's report; status of operation of District facilities; authorize maintenance and repairs, as necessary; customer correspondence; termination of service to delinquent accounts; Consumer Confidence Report
5. Annual Update to Critical Load Submission and Emergency Operations Information
6. Engineer's report; review and authorize proposed maintenance and repairs; authorize advertisement for bids, award of contracts and approve change orders, as necessary; Capital Improvement Plan, authorize additional design and construction as appropriate
7. Bookkeeper's report; payment of bills; investment of District Funds
8. Annual Conflicts Disclosure of Directors and Investment Officer
9. Amend Rate Order and Fee Schedule for garbage rate increase in sewer rate



A handwritten signature in black ink, appearing to read "Douglas C. McNiel".

Douglas C. McNiel
Attorney for the District