

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

Minutes of Meeting of Board of Directors

November 14, 2023

The Board of Directors (“Board”) of Harris County Water Control and Improvement District No. 113 (“District”) met on November 14, 2023, at 12903 Cricket Hollow Lane, Cypress, Texas, 77429, 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 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 McNeil, 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. Hearing no public comments, the President continued the meeting.

2. The Board considered the minutes of the meeting of October 10, 2023, and upon motion by Director McCorkle, seconded by Director Robicheaux, the Board voted unanimously to approve the minutes as presented.

3. Ms. Michelle Guerrero presented the tax assessor-collector’s report reflecting the District’s 2022 taxes are 98.792% collected. She presented two checks for the Board’s review and approval and no wire transfers were made or presented. After discussion, upon motion by Director Maniscalco, seconded by Director McCorkle, the Board voted unanimously to approve the tax assessor-collector’s report.

4. Mr. Scott Shelnett presented the operator’s report which reflected 421 total connections in the District. Collections for the month were at \$60,217.22 with current billings at \$41,276.05. The report showed water accountability at 85.59% during the period. Total water plant pumpage for the prior month was 4,517,000 gallons. There were no permit violations reported at the wastewater treatment plant.

Mr. Shelnutt reviewed the status of ongoing and completed projects with the Board. Two meters were replaced, and two mainline breaks were repaired. After discussion, upon motion by Director Hoyland, seconded by Director Maniscalco, the Board voted unanimously to approve the operator's report.

5. Mr. Chris Burke presented the engineer's report. First, he provided an update on the water valve replacements on Telge. Next, Mr. Burke reviewed the North Harris County Regional Water Authority's ("NHCRWA") plans for the District's conversion to surface water. The engineer and the Directors discussed the need to maintain the District's water quality, and Mr. Burke informed them that he is actively researching filtration methods.

Mr. Burke updated the Board on the replacement of the wastewater treatment plant diesel tank. Municipal Operations & Consulting, Inc. ("MOC") has ordered the tank and is waiting on the tank's delivery. Director Maniscalco asked whether the District could switch to a natural gas generator as opposed to a diesel generator. The engineer responded that, while a natural gas generator would work for the District, natural gas generators are more expensive and would require an extension of a gas line. Upon motion by Director Maniscalco, seconded by Director Robicheaux, and the Board voted unanimously to approve the engineer's report.

6. The Board then reviewed the bookkeeper's report which reflected the District's operating fund contained \$1,938,638.37, the construction fund contained \$101,523.90, and the bond fund contained \$58,853.44. Upon motion by Director Hoyland, seconded by Director Robicheaux, the Board approved the bookkeeper's report and approved payment of the checks listed thereon.

7. The Board reviewed the proposed amendments to the District's budget for the fiscal year ending May 31, 2024 which reflect the increase in Directors' fees. After discussion, upon motion by Director Hoyland, seconded by Director Robicheaux, the Board approved the amendments to the District's budget for the fiscal year ending May 31, 2024.

8. The Board reviewed the renewal proposal to the District's insurance policy from McDonald & Wessendorff Insurance. The total premium for the proposed insurance policy is \$22,236, which is a \$777 increase from the previous year. Upon motion duly made, seconded, and unanimously carried, the Board approved the District's 2024 insurance proposal.

9. The Board agreed to table the engagement of Arbitrage Compliance Specialist until the District's December meeting.

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

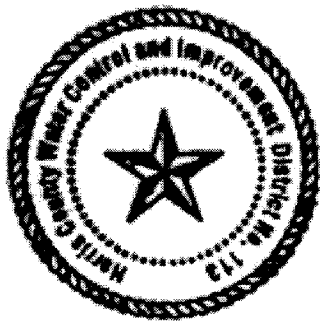
Secretary 

**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 **12903 Cricket Hollow Lane, Cypress, Texas**. The meeting will be held at **7:00 p.m. on Tuesday, November 14, 2023**.

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

1. Public Comment
2. Minutes of the October 10, 2023 meeting
3. Tax assessor/collector's report; status of tax collections; payment of expenses from tax account
4. Operator's report; status of operation of District facilities; authorize maintenance and repairs, as necessary; customer correspondence; termination of service to delinquent accounts; amend Drought Contingency Plan as needed
5. Engineer's report; review and authorize proposed maintenance and repairs; approve award of construction contracts; approve change orders, pay estimates, and advertisement for bids, as necessary; status of District facilities; Capital Improvement Plan, authorize additional design and construction as appropriate
6. Bookkeeper's report; payment of bills; investment of District Funds
7. Amend Budget for Fiscal Year Ending May 31, 2024
8. Renew District Insurance (Expires 12/15/2023)
9. Engagement of Arbitrage Compliance Specialists



---

Douglas C. McNiel  
Attorney for the District