

HARRIS COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 113

Minutes of Meeting of Board of Directors

May 14, 2024

The Board of Directors (“Board”) of Harris County Water Control and Improvement District No. 113 (“District”) met on May 14, 2024, at 14707 Dale Hollow Lane, Cypress, Texas, 77429, pursuant to the duly posted notice of said meeting with a quorum of directors present as follows:

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

and the following absent:

Ken Atchison, President.

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; and Mr. Douglas McNeil, attorney for the District.

The Vice 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 April 9, 2024, and upon motion by Director McCorkle, seconded by Director Robicheaux, the Board unanimously approved the minutes as presented.

3. The Vice President of the Board executed the Certificates of Election indicating that Directors Atchison, Maniscalco, and McCorkle were elected without opposition to serve an additional four-year term on the Board pursuant to the cancellation of the May 4, 2024 election. The newly elected directors (i) presented their Statement of Appointed/Elected Officer and Letter of Qualification and (ii) completed the conflicts disclosure questionnaire. Upon motion by Director Robicheaux, seconded by Director McCorkle, the Board unanimously accepted Oaths of Office, and Directors Atchison, Maniscalco, and McCorkle then began their new terms.

4. The Board reviewed the Annual Director Conflict Disclosures. The attorney requested that the Directors complete the disclosures and return them to him.

5. Ms. Michelle Guerrero presented the tax assessor-collector’s report reflecting the District’s 2023 taxes are 97.02% collected. Ms. Guerrero presented six checks for the Board’s review and approval and two wire transfers was made. After discussion, upon

motion by Director Hoyland, seconded by Director Robicheaux, the Board voted unanimously to approve the tax assessor-collector's report.

6. Mr. Scott Shelnutt presented the operator's report which reflected 420 total connections in the District. Collections for the month were at \$33,045.61 with current billings at \$34,876.92. The report showed water accountability at 86.78% during the period. Total water plant pumpage for the prior month was 3,683,000 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. He discussed the ongoing valve replacement project. Mr. Shelnutt suggested one delinquent account be moved to the District's list of uncollectible accounts. Lastly, the operator presented the Marchant Services Processing Agreement and the Electronic Check Processing Addendum with Paymentech and J.P. Morgan Chase. After discussion, upon motion by Director Maniscalco, seconded by Director Hoyland, the Board voted unanimously to approve the operator's report, move the discussed delinquent account onto the District's list of uncollectible accounts and approved the Marchant Services Processing Agreement and the Electronic Check Processing Addendum with Paymentech and J.P. Morgan Chase.

7. Mr. Christopher T. Burke presented the engineer's report. Mr. Burke provided updates on ongoing District projects. The engineer provided an overview of the ongoing work to address drainage issues in the Cypress and greater-Harris County areas. Upon motion by Director Hoyland, seconded by Director Robicheaux, and the Board voted unanimously to approve the engineer's report.

8. The Board then reviewed the bookkeeper's report which reflected the District's operating fund contained \$2,417,036.31, the construction fund contained \$104,257.66, and the bond fund contained \$121,066.22. Upon motion by Director Hoyland, seconded by Director Robicheaux, the Board approved the bookkeeper's report and approved payment of the checks listed thereon.

9. The Board then reviewed the Resolution Adopting Operating Budget for Fiscal Year Ending May 31, 2025. Director Hoyland noted that the budget should reflect the District's full financial position. The budget shows a deficit of \$11,885, but this deficit does not reflect the District's operating fund of \$2,417,036.31. The Board and the consultants discussed the best way to reflect the District's actual financial position on the budget. Upon motion by Director Hoyland, seconded by Director McCorkle, the Board approved the budget for Fiscal Year Ending May 31, 2025.

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

Secretary



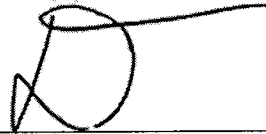
**HARRIS COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 113
NOTICE OF PUBLIC MEETING**

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 **14707 Dale Hollow Lane, Cypress, Texas**. The meeting will be held at **7:00 p.m. on Tuesday, May 14, 2024**.

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

1. Public Comment
2. Minutes of the April 9, 2024 meeting
3. Approve Certificates of Election, Approve Qualifications of Newly Elected Directors, Accept Oaths and Statements of Elected Officials; Election of Officers
4. Annual Director Conflict Disclosures
5. Tax assessor/collector's report; status of tax collections; payment of expenses from tax account
6. 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
7. Consumer Confidence Report
8. 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
9. Bookkeeper's report; payment of bills; investment of District Funds
10. Resolution Adopting Operating Budget for Fiscal Year Ending May 31, 2025





Douglas C. McNiel
Attorney for the District