

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

Minutes of Meeting of Board of Directors

October 8, 2024

The Board of Directors ("Board") of Harris County Water Control and Improvement District No. 113 ("District") met on October 8, 2024, 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 present were Ms. Michelle Guerrero of Bob Leared Interests; Mr. Raphael Ortega on behalf of the North Harris County Regional Water Authority; Ms. Jennifer Day of McCall Gibson Swedlund Barfoot, PLLC; Mr. Scott Shelnett of Municipal Operations & Consulting, Inc.; Mr. Christopher T. Burke of Burke Engineering; 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. Hearing no public comments, the President continued the meeting.

2. The Board considered the minutes of the meeting of September 10, 2024. Upon motion by Director McCorkle, seconded by Director Robicheaux, the Board unanimously approved the minutes as presented.

3. Ms. Michelle Guerrero presented the tax assessor-collector's report reflecting the District's 2023 taxes are 98.782% collected. Ms. Guerrero presented three checks for the Board's review and approval and no wire transfers were made. After discussion, upon motion by Director Hoyland, seconded by Director McCorkle, the Board voted unanimously to approve the tax assessor-collector's report.

4. The Board opened a public hearing for the proposed 2024 tax rate at 7:30 p.m. Hearing no public comments, the Board closed the public hearing for the proposed 2024 tax rate at 7:33 p.m.

5. After discussion upon motion by Director Hoyland, seconded by Director Maniscalco, the Board approved the attached Order adopting a total 2024 District tax rate of \$0.57 composed of an \$0.070 debt service tax and a \$0.50 operations and maintenance tax.

6. The Board reviewed the updates to the Amendment to Statement of Directors to the Board. After brief review and discussion, upon motion by Director Hoyland, seconded by Director Maniscalco, the Board adopted the updated Amendment of Statement of Directors.

7. Ms. Day presented the audit report for the fiscal year ended May 31, 2024. The report includes an unmodified audit opinion. Upon motion duly made Director Hoyland, and seconded by Director Maniscalco, and unanimously carried, the Board approved the audit and authorized its distribution to the appropriate parties.

8. The Board reviewed its investment policy noting that no changes to the policy are necessary at this time. Upon motion by Director Hoyland, seconded by Director Maniscalco, the Board adopted the attached Resolution Affirming Review of Investment Policy, Strategies and Objectives.

9. The Board reviewed its investments for compliance with Senate Bill 253. At this time, the District is currently in compliance with all regulations.

10. Mr. Scott Shelnett presented operator's report which reflected 421 total connections in the District. Collections for the month were at \$44,741.17 with current billings at \$39,253.68. The report showed water accountability at 93.90% during the period. Total water plant pumpage for the prior month was 4,409,000 gallons. There were no permit violations reported at the wastewater treatment plant.

The operator and the engineer are working on the pricing for a double wall diesel tank and will provide updates a later meeting. The operator's report reflected that Phase 1 of the lead service line inventory has been completed. After discussion, upon motion by Director Robicheaux, seconded by Director McCorkle, the Board voted unanimously to approve the operator's report.

11. The operator confirmed that the District has complied with the Lead and Copper Rule requirements and that the lead service line inventory report will be submitted to the Texas Commission on Environmental Quality in advance of the October 24, 2024 deadline.

12. Mr. Christopher T. Burke presented the engineer's report. Mr. Burke provided updates on ongoing District projects, including the sanitary sewer rehabilitation project. Mr. Burke presented pay application No. 1 to CZ Construction for Phase 1C and 2C repairs to the sanitary sewer system in the amount of \$117,501. Upon motion by Director McCorkle, seconded by Director Robicheaux, the Board voted unanimously to approve pay application No. 1. The engineer informed the Board that construction has uncovered an old storm sewer manhole that does not appear on any construction drawings. The engineer cannot be sure where this storm sewer leads and recommended the Board authorize a video inspection of the pipe. The


Board discussed the cost of the inspection and the engineer estimated that the cost would be around \$2,300. Upon motion by Director Maniscalco, seconded by Director Robicheaux, the Board voted to approve the video inspection with Director Hoyland voting against approval of the video inspection. After further discussion, upon motion by Director McCorkle, seconded by Director Robicheaux, the Board voted unanimously to approve the engineer's report as presented.

13. The Board welcomed Mr. Raphael Ortega who attended the meeting on behalf of the North Harris County Regional Water Authority (NHCRWA) to discuss the NHCRWA's request for a permanent access easement to the District's water plant. Mr. Ortega and the District's engineer explained that this easement is connected to the conversion to surface water project. The District's engineer and the attorney informed the Board that they have reviewed the easement and do not have any objections to granting the easement. The Board discussed that the easement does not include specific insurance provisions for work done on the easement. Mr. Ortega informed the Board that this is a common request that he believes can be accommodated. The District's attorney will speak with the NHCRWA's attorney and confirm that the request can be accommodated. Upon motion by Director McCorkle, seconded by Director Maniscalco, and the Board voted unanimously to approve the assignment of the permanent water plant access easement to the NHCRWA subject to finalizing the Board's insurance request.

14. The Board then reviewed the bookkeeper's report which reflected the District's operating fund contained \$2,308,910.16, the construction fund contained \$109,925.81, and the bond fund contained \$64,413.13. Upon motion by Director Maniscalco, seconded by Director Robicheaux, the Board approved the bookkeeper's report and approved payment of the checks listed thereon.

15. Upon motion by Director Maniscalco, seconded by Director Hoyland, and the Board voted unanimously to appoint Directors McCorkle and Robicheaux as assistant secretaries.

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

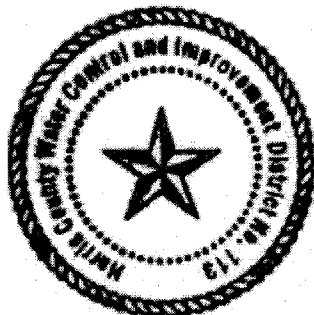
Secretary 


**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, October 8, 2024**.

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

1. Public Comment
2. Minutes of the September 10, 2024 meeting
3. Tax assessor/collector's report; status of tax collections; payment of expenses from tax account
4. Public Hearing on Proposed 2024 Tax Rate
5. Order Adopting Appraisal Roll and Levying Tax for 2024
6. Amendment of Statement of Directors
7. Audit Report for Fiscal Year Ended May 31, 2024
8. Resolution Affirming Review of Investment Policy, Strategies and Objectives; Annual Review of Qualified Brokers
9. Authorize Review of Investments for Compliance with SB 253 (Chapter 2270, Texas Government Code)
10. 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
11. Status of Lead Service Line Inventory
12. 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
13. Assignment of Permanent Water Plant Access Easement
14. Bookkeeper's report; payment of bills; investment of District Funds
15. Appoint Assistant Secretary



  
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Douglas C. McNiel  
Attorney for the District