

**HARRIS COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 114**  
Minutes of Meeting of Board of Directors  
December 10, 2018

The Board of Directors of Harris County Water Control and Improvement District No. 114 (the "District") met at the board's regular meeting place on December 10, 2018 in accordance with the duly posted notice of said meeting, with a quorum of directors present as follows:

Steven D. Fitzgerald, president  
James P. Sibley, vice president  
Stephen R. Feldman, secretary  
Robert Robertson, assistant secretary

and being absent:

Renee Alfaro, assistant secretary

Also present were Vickey Sullivan of Equi Tax, Inc., Kim Shelnett of Myrtle Cruz, Inc., Mike Plunkett and Erica Martinez of Eagle Water Management, Inc., Tony Sarman of AEI Engineering, LLC, and Mark W. Brooks of Young & Brooks.

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

**APPROVAL OF MINUTES**

Upon motion duly made, seconded and unanimously carried, the minutes of the prior meeting of November 12, 2018 were approved as presented.

**CONSULTANTS MONTHLY REPORTS**

Vickey Sullivan of Equi Tax, Inc., the District's tax assessor, reported as to the status of District tax collections. Ms. Sullivan reported that the District is 99.4% collected for 2017 taxes. After discussion, upon motion duly made, seconded and unanimously carried, the board approved the tax assessor's monthly report and payment of the tax bills presented.

Kim Shelnett of Myrtle Cruz, Inc., the District's bookkeeper, presented their monthly report. She also presented to the board a list of bills for the approval of payment, a copy of which is attached hereto. After discussion, upon motion duly made, seconded and unanimously carried, the board approved said bills and ordered checks issued on the appropriate District accounts in payment thereof.

After discussion, the board unanimously authorized reinvestment of funds from a maturing CD at Icon Bank, in a one-year CD at Business Bank of Texas.

Mike Plunkett of Eagle Water Management, Inc. the District's operators, reported as to District operations and facilities. Mr. Plunkett presented a list of delinquent accounts that were delinquent by more than 60 days and reported that the customers have been given written notice 10 days prior to this meeting of the opportunity to appear before the board of directors to explain, contest or correct the utility service bill and to show reason why the utility service should not be terminated for nonpayment. None of the customers on the list were present or have presented any statement on the matter. After discussion, upon motion duly made, seconded and unanimously carried, the board authorized the operator to terminate utility service to the unpaid accounts in accordance with standard procedures.

Tony Sarman of AEI Engineering, LLC, (AEI) the District's engineers, distributed a written summary engineer's report for the meeting reflecting the status of various projects that the engineers are working on for the District. Mr. Sarman reviewed their report with the board and responded to questions.

Mr. Sarman reported that AEI is continuing with design work for the lift station no. 1 and no. 2 rehab projects as previously authorized by the board.

#### **NCHRWA FEE**

The board deferred consideration of any changes to the NHCRWA Fee to the next board meeting.

#### **SERVICE APPLICATIONS**

Attorney Mark W. Brooks had previously distributed a draft of the proposed out-of-district service agreement with Stuebner Park Properties, LLC for their strip shopping center at 17552 Stuebner Airline. After discussion, upon motion duly made, seconded and unanimously carried, the board approved the Water Supply and Wastewater Treatment Agreement for service to the Stuebner Park Properties, LLC property as presented, and authorized signature on behalf of the District by the board's officers.

#### **KLEINWOOD JOINT POWERS REPORT**

Board member Steve Fitzgerald reported as to matters pending before the Kleinwood Joint Powers Board. The Joint Powers Board has authorized the plant engineers (AEI) to begin design work for the phase 2 electrical modifications project, which will include replacement of motor control center A.

AEI is working on the site plans and preliminary design for the Reclaimed Water Supply project. The TCEQ has issued the 210 permits for the project.

The Mormon Temple is not in favor of allowing access to the reclaimed water distribution station across their parking lot. AEI has developed alternative access options for consideration. Cypress Forest is in favor of relocating the distribution station to the site of Cypress Forest's proposed reclaimed water plant, subject to agreement of Champions MUD and Raveneaux.

At the previous Joint Powers Board meeting, Champions Golf Club (CGC) requested and the board authorized AEI to evaluate options to upgrade the pump station for the reclaimed water supply system in order to provide delivery pressure for CGC's ultimate use so as to avoid the need to re-pressurize on their end. AEI presented four options with various pump configurations, including preliminary cost estimates for comparison. After review and lengthy discussion, the Joint Powers Board authorized AEI to share their report with CGC, but requested that CGC be informed that (i) the Joint Powers Board would not consider Option 1 (two 185-hp and three 45-hp pumps) because of the much higher long-term operation and maintenance costs with that option, and (ii) that any option in lieu of the current design would require that CGC bear all costs of the upgrades including increases in operation, maintenance, repair and replacement costs.

### **PENDING BUSINESS**

Board member Robertson reported that as authorized at the previous board meeting, he has invited Off Cinco to make a brief presentation at the January board meeting regarding their experience and qualifications to develop a website for the District.

The board members and consultants all wished one another happy and safe holidays.

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

---

Secretary

Attachments: Bookkeeper's Report