

HARRIS COUNTY FRESH WATER SUPPLY DISTRICT NO. 61

Minutes of Meeting of Board of Directors

September 28, 2016

The Board of Directors (“Board”) of Harris County Fresh Water Supply District No. 61 (“District”) met at the Board’s regular meeting place on Wednesday, September 28, 2016 in accordance with the duly posted notice of the meeting, with a quorum of Directors present, as follows:

Lary J. Cangelose, President
Mike Kelley, Vice President
Charles W. Merritt, Secretary
Ben A. Solis, Assistant Secretary
Darrell A. Barroso, Treasurer

and the following were absent:

None.

Also present were Mr. Jerry Homan, general manager for the District; Mr. Brian Breeding, assistant general manager for the District; Ms. Pam Magee, office manager for the District; Mr. Johnny Collins, tax assessor-collector for the District; Mr. Bill Rosenbaum, engineer for the District; Mr. Bob Ideus, fund manager for the District; Mr. Fred Garcia for Harris County Flood Control; and Mr. J. Davis Bonham, Jr., attorney for the District. Also present were Dhanaraj Paulraj from Bray Technical Services India in Bangalore, India and Prabha Nandan from Bray Controls India in Vadodara, India.

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

1. There were no customer comments or requests for consideration.
2. Mr. Collins presented the tax assessor-collector’s report, a copy of which is attached hereto. The report showed a 97.98% collection rate for the 2015 tax year, with all other tax years being 98% collected or better. After further review of the report, upon motion made by Director Barroso, seconded by Director Solis, and unanimously carried, the Board approved the tax assessor-collector’s report and payment of the bills listed thereon with checks drawn from the tax fund.
3. Mr. Ideus then presented the fund manager’s report, a copy of which is attached hereto. Mr. Ideus referenced the deposit of funds from the Texas Department of Transportation for payment of expenses associated with the US-290 improvements.

After further review, upon motion made by Director Barroso, seconded by Director Solis, and unanimously carried, the Board approved the fund manager’s report as presented.

4. The Board next considered the minutes for the meeting held September 21, 2016. Upon motion made by Director Solis, seconded by Director Merritt, and unanimously carried, the Board approved the minutes as presented.

5. Mr. Breeding presented the operations report, a copy of which is attached. With respect to water production, the District pumped 73,951,000 gallons from its wells, with an average daily flow of 2,385,516 gallons. The ratio of water pumped to billed was 89% during the month, with a year-to-date ratio of 90%.

At the wastewater treatment plants, the total combined treatment amounted to 90,468,000 gallons with an average daily flow from the plants of 2,918,323 gallons per day. There were 12.3 inches of rainfall during the month of August.

With respect to the distribution and collection system, 20 bacteriological samples were taken with no coliforms detected. The operator changed out seven meters in the month of August.

With respect to out-of-district water use, Emerald Forest Utility District used 203,000 gallons of water and Harris County Municipal Utility District No. 248 used 17,999,000 gallons of water.

As for personnel matters, a safety meeting on employee safety responsibilities and workplace violence was held on September 15, 2016.

After further discussion, upon motion made by Director Solis, seconded by Director Kelley, and unanimously carried, the Board approved the operations report as presented.

6. Mr. Rosenbaum then presented the engineer's report, a copy of which is attached hereto. Mr. Rosenbaum addressed the Board regarding the proposed redevelopment of the Bank of America site. After a brief review, upon motion made by Director Kelley, seconded by Director Barroso, and unanimously carried, the Board approved the engineer's report as presented.

7. The Board then considered the utility commitment for 11003 Jones Road. The Board reviewed the utility capacity requested and the status of the proposed development. Upon motion by Director Merritt, seconded by Director Solis, and unanimously carried, the Board approved the utility commitment as presented.

8. The Board next considered payment of the general fund bills listed on the report prepared by Ms. Magee, a copy of which is attached hereto. After review, upon motion made by Director Solis, seconded by Director Barroso, and unanimously carried, the Board approved payment of the general fund bills as presented.

9. Ms. Magee presented the management report, a copy of which is attached hereto. Ms. Magee then addressed the Board regarding the upcoming AWBD legislative preview.

Mr. Homan then addressed the Board regarding the Water Users Coalition. Mr. Homan presented the Board with a revised mission statement for the Water Users Coalition and discussed the broadening of the statement. Mr. Homan then addressed concerns regarding maintenance of road and storm sewers. Mr. Homan reviewed recent communications with AWBD and discussed the October 11, 2016 meeting of the Water Users Coalition.

Lastly, Mr. Homan addressed the Board regarding a recent open records request. Mr. Homan reviewed the request with the Board. The Board requested that the District's attorney respond to the request.

Upon motion made by Director Barroso, seconded by Director Merritt, and unanimously carried, the Board approved the management report as presented.

10. The Board lastly considered items for the next Board meeting.

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

Secretary

Short Term Action Items

1. Consider Adoption of Tax Rate

Long Term Action Items

1. 222 Rate Analysis for Wastewater Usage
2. Plans for use of SPA Funds
 - a. Walking Trails and Other Facilities
3. Trunk Line Repair - Complete; Discussion of Costs with MUD 222 and MUD 248
4. 11003 Jones Road Annexation