

## **HARRIS COUNTY FRESH WATER SUPPLY DISTRICT NO. 61**

Minutes of Meeting of Board of Directors

October 26, 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, October 26, 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; Kathi Valenti and Kathy Levin, residents of the District; and Ms. Lori G. Aylett, attorney for the District.

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

1. Kathi Valenti addressed the Board regarding the drainage work needed in Tower Oaks. She has been in contact with the Harris County Flood Control District, and they may be planning to dig out the silt in the channels. They have informed her that the District may have lines that need to be moved. Mr. Homan stated the Board’s position that they remain willing to work with the County if lines need to be relocated. The District must reserve the right to evaluate any proposal that involves relocation of its facilities. Ms. Levin presented photographs showing that drainage facilities have not been maintained. The Board discussed with the residents the respective responsibilities of the District, the County and Flood Control with regard to roadside ditches, storm sewers, creeks and drainage channels. Ms. Valenti expressed frustration, and the Board responded that they would respond once they have had an opportunity to review the County’s study.

2. Mr. Collins presented the tax assessor-collector’s report, a copy of which is attached hereto. The report showed a 98.17% 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 Merritt, seconded by Director Kelley, 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. The report shows one check to the engineer. After further review, upon motion made by Director Solis, seconded by Director Barroso, and unanimously carried, the Board approved the fund manager's report as presented.

4. The Board next considered the minutes for the meeting held October 19, 2016. Upon motion made by Director Barroso, seconded by Director Kelley, 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 67,568,000 gallons from its wells, with an average daily flow of 2,252,267 gallons. The ratio of water pumped to billed was 90% during the month, with a year-to-date ratio of 92%. There was one correction regarding the amount provided to out-of-District customers.

At the wastewater treatment plants, the total combined treatment amounted to 76,497,000 gallons with an average daily flow from the plants of 2,549,900 gallons per day. There were 1.9 inches of rainfall during the month of September.

With respect to the distribution and collection system, 20 bacteriological samples were taken with no coliforms detected. The operator changed out 15 meters in the month of September and repaired three service line leaks.

With respect to out-of-district water use, Emerald Forest Utility District used 239,000 gallons of water and Harris County Municipal Utility District No. 248 used 14,744,000 gallons of water.

As for personnel matters, a housekeeping/work safety training was held on October 13, 2016. A slip, trips and falls class is scheduled for November 10, 2016.

A fire hydrant was damaged by a car, and the drivers insurance company was contacted to make a claim.

Water Plant No. 4 had a leak on the discharge head, and it was patched up. In doing so, the operator noticed corrosion. The engineer recommended changing the head out in next two years during regular maintenance. The phosphate feed is also going to be relocated so that corrosion will be minimized.

Mr. Breeding stated there have been several power surges recently. The District could use some surge protectors and he presented a proposal from NTS. Director Cangelose suggested using a different professional and will provide more information.

After further discussion, upon motion made by Director Kelley, seconded by Director Barroso, 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 stated Harris County had asked him for information on the

location of District lines in conjunction with their drainage study, and Mr. Rosenbaum responded where the District lines are located. After a brief review, upon motion made by Director Solis, seconded by Director Merritt, and unanimously carried, the Board approved the engineer's report as presented.

7. 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 Merritt, seconded by Director Solis, and unanimously carried, the Board approved payment of the general fund bills as presented.

8. Mr. Homan presented the management report. Director Kelley urged the staff to be mindful of office expenses, and the Board reviewed the expense and revenue report in some detail.

The newsletter was reviewed and approved.

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

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

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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