

HARRIS COUNTY FRESH WATER SUPPLY DISTRICT NO. 61

Minutes of Meeting of Board of Directors

December 14, 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, December 14, 2016 in accordance with the duly posted notice of the meeting, with a quorum of Directors present, as follows:

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

and the following were absent:

Mike Kelley, Vice President

Also present were Mr. Jerry Homan, general manager for the District; Ms. Pam Magee, office manager for the District; Mr. Bill Rosenbaum, engineer for the District; and Ms. Jennifer Seipel, 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. Under customer input and inquiries, Ms. Magee reported that the water disconnections for the month had been made. There were 54 disconnects in the District and 4 disconnects in Harris County Municipal Utility District No. 248.

2. The Board next considered the minutes for the meeting held on December 7, 2016. Two additions to the minutes were suggested, and upon motion made by Director Barroso, seconded by Director Solis, and unanimously carried, the Board approved the minutes as amended.

3. Mr. Rosenbaum presented the engineer’s report, a copy of which is attached hereto. Mr. Rosenbaum reported that the warranty for the re-coating of the top coat of Water Plant No. 4 recently expired but the coating appears to be in good order.

Mr. Homan reported that Harris County appears to have commenced a survey of the east side of the Tower Oaks neighborhood for the purpose of further assessing what needs to be done to alleviate flooding in the area. He also stated that he recently met with Kathi Valenti, a resident of Tower Oaks, regarding the status of the situation. He reported that the meeting went well, and he plans to continue to keep the lines of communication open between the District and the residents of Tower Oaks.

After further discussion, upon motion duly made by Director Solis, seconded by Director Merritt, and unanimously carried, the Board approved the engineer's report as presented.

4. The Board next considered payment of the general fund bills. 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.

5. Ms. Magee and Mr. Homan presented the management report. Mr. Homan stated that he and Mr. Breeding conducted their second interview with the candidate for the operations manager position. A third interview is scheduled for next week. Upon motion made by Director Solis, seconded by Director Barroso, and unanimously carried, the Board approved the management report as presented.

6. The Board then discussed the accomplishments achieved by the District during 2016 and its objectives for 2017. Mr. Homan reviewed with the Board a list of projects that were undertaken and/or completed during the prior year, including, but not limited to, (i) the Hastings Green wastewater treatment plant (a) trunk line phase two rehabilitation and (b) aeration header replacement, (ii) sanitary sewer manhole rehabilitations, (iii) the 2016 refunding bond issuance, (iv) implementation of a District website and online bill pay option, and (v) computer, server, and audio/visual upgrades within the administration building. With respect to projects to be undertaken in 2017, Mr. Homan and Ms. Seipel identified (i) replacement of the U.S. 290 water line crossing, (ii) a 2017 bond issuance and bond election, (iii) sanitary sewer system TV inspections and manhole rehabilitations, and (iv) review and evaluation of employee retirement benefits, among other items.

7. At 8:15 p.m., the Board entered executive session to discuss Mr. Homan's review for 2016. At 8:33 p.m., the Board concluded executive session and resumed its regular meeting.

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

Secretary

Short Term Action Items

1. Info on Bond Elections

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