

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

Minutes of Meeting of Board of Directors

February 14, 2018

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, February 14, 2018 in accordance with the duly posted notice of the meeting, with a quorum of Directors present, as follows:

Mike Kelley, President  
Charles W. Merritt, Vice President  
Ben A. Solis, Secretary  
Darrell A. Barroso, Assistant Secretary  
Lary J. Cangelose, 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. 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. There were no customer inquiries or input for consideration.
2. The Board considered the minutes for the meeting held on January 24, 2018. Upon motion made by Director Barroso, seconded by Director Cangelose, and unanimously carried, the Board approved the minutes as presented.
3. Mr. Rosenbaum next presented the engineer’s report, a copy of which is attached hereto. He reported that Harris County is installing a new turn lane at Huffmeister and Tuckerton Road, which requires the relocation of a District water line located in the current right-of-way. Upon motion made by Director Cangelose, seconded by Director Merritt, and unanimously carried, the Board authorized the engineer to design the water line relocation.

Mr. Rosenbaum then presented and recommended payment of Pay Application No. 5 from Houston North Pole Line in the amount of \$152,073.93 for their work in connection with the current sanitary sewer rehabilitation project. Upon motion made by Director Merritt, seconded by Director Solis, and unanimously carried, the Board approved the pay application as presented.

Mr. Rosenbaum also presented Change Order No. 1 from Houston North Pole Line in the amount of \$30,976.79 for their work in connection with the current sanitary sewer

rehabilitation project. Upon motion made by Director Barroso, seconded by Director Solis, and unanimously carried, the Board approved the change order as presented.

4. The Board 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, Mr. Homan, and Mr. Breeding presented the management report. Ms. Magee reviewed the January financial statements with the Board.

The Board also discussed the upcoming summer AWBD conference. Ms. Magee confirmed that the Directors' reservations will be made.

Mr. Breeding stated the U.S. 290 water line relocation project is almost complete.

Mr. Breeding then reported on a motor failure at the Fallbrook well. Upon motion made by Director Solis, seconded by Director Cangelose, and unanimously carried, the Board approved rehabilitation of the motor.

With respect to the Barwood wastewater treatment plant, Mr. Breeding and Mr. Homan stated that the slab upon which several pumps are located has begun to slip, causing issues with the pumps. Mr. Breeding presented a proposal in the amount of \$5,858.76 to raise the slab using a polyurethane foam. Upon motion made by Director Barroso, seconded by Director Solis, and unanimously carried, the Board approved the repair.

Mr. Homan stated that a District employee hit a mailbox, causing approximately \$1,500 to \$2,000 in damage to the door of a District vehicle. Mr. Homan stated that proper disciplinary protocol had been followed, and the vehicle will be repaired soon.

Mr. Breeding discussed the damage caused by a driver who backed her car into the wall adjacent to the District's administration building, causing several panels to come down. The Board requested the attorney to write a demand letter to the driver.

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

6. Ms. Seipel then notified the Board that an election of directors should be called for and within the District on Saturday, May 5, 2018. The attached Order for Election of Directors calling for the election of two directors was presented and reviewed by the Board of Directors. Upon motion duly made by Director Cangelose, seconded by Director Solis, and unanimously carried, the Board approved and adopted the Order as presented.

7. Ms. Seipel then confirmed that her office was preparing the required annual report to the Texas Comptroller pursuant to Senate Bill 625.

8. The Board briefly discussed the North Harris County Regional Water Authority (the "Authority"). Mr. Homan and several Directors attended the latest meeting of the Authority, at which the Authority discussed conversion to surface water.

9. With respect to the Water Users Coalition (the “Coalition”), Mr. Homan reported that the Coalition continues to network and grow support.

10. The Board lastly considered items for the next Board meeting, including discussion of the proposed Interlocal Agreement with Harris County.

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

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Secretary

Short Term Action Items

1. Discussion of Agreement with Harris County

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