

HARRIS COUNTY FRESH WATER SUPPLY DISTRICT NO. 61

Minutes of Meeting of Board of Directors

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

Charles W. Merritt, President
Ben A. Solis, Vice President
Darrell A. Barroso, Secretary
Lary J. Cangelose, Assistant Secretary
Mike Kelley, 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. Also present was Deddrick Wilker.

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 today was water disconnection day. There were 91 disconnections in the District and 5 disconnections in Harris County Municipal Utility District No. 248.

The Board then reviewed a draft of the letter to the owner of 12403 Aste Lane regarding signage posted in front of his home. After some discussion, the Board authorized its attorney to send the letter.

2. The Board considered the minutes for the meeting held on November 7, 2018. Upon motion made by Director Solis, seconded by Director Barroso, and unanimously carried, the Board approved the minutes as presented.

3. Mr. Rosenbaum then presented the engineer’s report, a copy of which is attached hereto. Mr. Rosenbaum presented the Pay Application No. 3 to King Solution Services, LLC in the amount of \$99,614.25 for their work in connection with phases 4 and 5 of the District’s sanitary sewer rehabilitation project and recommended payment thereof. Upon motion made by Director Kelley, seconded by Director Solis, and unanimously carried, the Board approved the pay application as presented.

Upon motion made by Director Barroso, seconded by Director Cangelose, and unanimously carried, the Board approved the engineer's report as presented.

4. The Board considered payment of the general fund bills. After review, upon motion made by Director Barroso, seconded by Director Solis, and unanimously carried, the Board approved payment of the general fund bills as presented.

5. Mr. Homan, Mr. Breeding, and Ms. Magee presented the management report. Ms. Magee presented the District's August SPA check from the City of Houston in the amount of \$88,008.41.

Mr. Breeding provided an update on the Texas Commission on Environmental Quality's recent compliance investigation of District facilities. He reported that it went well.

Mr. Homan then updated the Board on recent activities of the Association of Water Board Directors ("AWBD"), including the creation of a local government subcommittee and AWBD's efforts with respect to the upcoming legislative session.

Mr. Homan and Mr. Breeding reported that that they continue to work on end-of-year items, such as the draft budget and personnel review paperwork.

Lastly, the Board discussed last week's presentation by Mr. Rex Baxter regarding the District's use of automated meter technology.

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

6. The Board lastly considered items for the next Board meeting, including personnel reviews.

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

Secretary

Short Term Action Items

1. Personnel Reviews
2. Discussion of Real Estate Matters and Threatened Litigation

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