

HARRIS COUNTY FRESH WATER SUPPLY DISTRICT NO. 61

Minutes of Meeting of Board of Directors

January 9, 2019

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, January 9, 2019 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.

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

1. Under customer inquiries and input, Director Kelley mentioned that he recently has received a few complaints regarding the functionality of the District’s dropbox. After a discussion regarding the District’s efforts over the years to make the dropbox as useful as possible, Mr. Homan and Mr. Breeding confirmed that they would continue to look for ways to improve it.

2. The Board considered the minutes for the meeting held on December 19, 2018. Upon motion made by Director Solis, 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. Mr. Rosenbaum presented and recommended approval of Pay Application No. 5 from King Solution Services, LLC in the amount of \$32,613.30 for their work in connection with phases 4 and 5 of the District’s sanitary sewer rehabilitation project.

The engineer also reported that the District is scheduled to receive bids on the re-coating of elevated storage tank no. 2 on January 10, 2019.

After further review, upon motion made by Director Solis, seconded by Director Barroso, 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. Ms. Magee, Mr. Homan, and Mr. Breeding presented the management report. Ms. Magee confirmed that Board's travel arrangements for the upcoming Association of Water Board Directors conference in Austin, Texas.

Mr. Breeding reported that he continues to work on the District's automated meter project.

Mr. Breeding also stated that he negotiated the purchase of an F-550 crane truck for \$8,000 under the budgeted amount. The Board discussed the usefulness of the truck and the cost savings it would present to the District by allowing it to perform certain maintenance work, rather than outsource it to third parties.

Mr. Homan reviewed the District's 2019 calendar of events with the Board.

The Board also reviewed the District's February 2019 newsletter.

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

6. The Board discussed the North Harris County Regional Water Authority (the "Authority"). Several Directors attended the latest meeting of the Authority, at which the Authority discussed the status of their projects and the election of officers.

7. With respect to the Water Users Coalition, Mr. Homan reported that they had a recent meeting of the advisory council that went very well. Membership also continues to grow.

8. Ms. Seipel provided a brief update on the status of the District's litigation with Magellan Pipeline.

9. The Board lastly considered items for the next Board meeting, including engagement of the auditor.

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

Secretary

Short Term Action Items

1. Engage Auditor

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