

HARRIS COUNTY FRESH WATER SUPPLY DISTRICT NO. 61

Minutes of Meeting of Board of Directors

January 16, 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 16, 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. Also present was Ms. Jennifer Simpson, a District resident.

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. Simpson approached the Board regarding a vacant strip of property adjacent to her home at 13111 Barwood Bend. She stated that she has been mowing the area and inquired as to whether the District owned it. Mr. Homan and Mr. Breeding stated that they believed the area was owned by Kinder Morgan but would take steps to confirm and help in any other way possible. Ms. Simpson thanked the Board for their time and assistance and left the meeting.

2. The Board considered the minutes for the meeting held on January 9, 2019. Upon motion made by Director Solis, seconded by Director Barroso, 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 the lowest bid, which was received from MK Painting Inc. in the amount of \$365,500.00, for the recoating of Elevated Storage Tank No. 2. The Board discussed payment for the portion of the work associated with the painting of the Cy-Falls High School logo, which is to be made by the school’s booster club. Mr. Homan stated that he has been in communication with them and will request payment. Upon motion made by Director Barroso, seconded by Director Cangelose, and unanimously carried, the Board approved award of the contract to MK Painting, Inc. and 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 Cangelose, and unanimously carried, the Board approved payment of the general fund bills as presented.

5. The Board then discuss the audit continuance letter issued by Mr. Joseph Ellis, the District's auditor. The District previously engaged Mr. Ellis' firm to conduct the audit pursuant to an evergreen contract that does not require renewal. The auditor's letter stated that the estimated fee for the District's 2018 audit is between \$22,000 and \$23,000. The Board expressed their approval.

6. Ms. Magee, Mr. Homan, and Mr. Breeding presented the management report. Ms. Magee reported that the District received their October SPA check from the City of Houston in the amount \$92,707.27.

Mr. Homan reported that Harris County (the "County") has scheduled a Barwood community meeting to discuss County projects in the area.

Mr. Homan also discussed the hiring of two part-time employees to assist with the workload while a District employee is out on maternity leave. After discussion, upon motion made by Director Solis, seconded by Director Barroso, and unanimously carried, the Board approved the hiring of Ms. Kathy Schyma and Ms. Megan Corson on a part-time basis for this spring.

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

7. The Board lastly considered items for the next Board meeting, including discussion of the adoption of tax exemptions and an order levying penalties for delinquent tax payments.

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

Secretary

Short Term Action Items

1. Normal Business

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