

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

Minutes of Meeting of Board of Directors

March 13, 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, March 13, 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; 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, Ms. Seipel stated that her office received a telephone call from a District taxpayer regarding their request for a waiver of the penalties and interest incurred as a result of a delinquent tax payment. Ms. Seipel stated that the taxpayer was told that the request must be presented to the Board at a meeting.

2. The Board considered the minutes for the meeting held on February 27, 2019. Upon motion made by Director Solis, seconded by Director Barroso, and unanimously carried, the Board approved the minutes as presented.

3. Mr. Homan and Mr. Breeding presented the engineer’s report, a copy of which is attached hereto. They reported that phases 4 and 5 of the District’s sanitary sewer rehabilitation project are nearing completion, and the televising work for phase 6 of the project is set to begin soon.

After further review, upon motion made by Director Solis, 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. Ms. Seipel presented a Resolution Authorizing the Execution of Annual Certificate of Proper Operation. The Resolution confirms that Champions Hydro-Lawn is an agent of the District authorized to perform certain work on the District's behalf. Upon motion made by Director Solis, seconded by Director Cangelose, and unanimously presented, the Board approved the Resolution as presented.

6. Ms. Magee, Mr. Homan, and Mr. Breeding presented the management report. Ms. Magee presented the District's December SPA check from the City of Houston in the amount of \$121,136.40.

Mr. Breeding reported that he continues to work on the District's automated meter project. Mr. Homan confirmed that District representatives are scheduled to meet with the Clear Lake Water Authority, an entity that has utilized the same automated meter system for several years, to ask questions regarding their experience with the system.

Mr. Breeding stated that he has secured an agreement for the purchase of an F-550 crane truck, the purchase of which was previously authorized by the Board.

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

7. 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.

8. With respect to the Water Users Coalition, Mr. Homan reported that their March 6, 2019 meeting at the District's administration building was a success, with around 35 water board members in attendance. The Board thanked Mr. Homan for his continued efforts to educate people about the business of municipal utility districts.

9. With respect to the First Amendment to the Right of Entry and Possession with Magellan Pipeline Company, L.P., Ms. Seipel stated that her office has received the revised agreement, but the other attorney has been on vacation and not had a chance to review it. Mr. Homan also stated that he would like a chance to review the document. Accordingly, the Board tabled consideration of the agreement.

10. The Board lastly considered items for the next Board meeting, including the First Amendment to the Right of Entry and Possession Agreement with Magellan.

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

---

Secretary

Short Term Action Items

1. First Amendment of Right of Entry and Possession with Magellan Pipeline Company, L.P.

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