

HARRIS COUNTY FRESH WATER SUPPLY DISTRICT NO. 61

Minutes of Meeting of Board of Directors

May 22, 2019

The Board of Directors (“Board”) of Harris County Fresh Water Supply District No. 61 (the “District”) met at the Board’s regular meeting place on Wednesday, May 22, 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. Samuel Meza, operations manager for the District; Mr. Johnny Collins, tax assessor-collector for the District; Mr. Bob Ideus, fund manager for the District; Mr. Bill Rosenbaum and Ms. Kelly Shipley, engineers for the District; and Ms. Amy Mahanay, of Smith, Murdaugh, Little & Bonham, L.L.P.

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 69 disconnections in the District and 11 disconnections in Harris County Municipal Utility District No. 248.

2. The Board next considered the annual rotation of officers. Upon motion made by Director Barroso, seconded by Director Cangelose, and unanimously carried, the Board elected the officers to begin serving in the following positions effective immediately:

Ben A. Solis, President
Darrell A. Barroso, Vice President
Lary J. Cangelose, Secretary
Mike Kelley, Assistant Secretary
Charles W. Merritt, Treasurer

3. Mr. Collins presented the tax assessor-collector’s report, a copy of which is attached hereto. The report showed a 95.24% collection rate for the 2018 tax year, with all other tax years being 99% collected or better. After further review of the report, upon motion made by Director Cangelose, seconded by Director Barroso, and unanimously carried, the Board

approved the tax assessor-collector's report and payment of the bills listed thereon with checks drawn from the tax fund.

4. Mr. Ideus then presented the fund manager's report, a copy of which is attached hereto. The report showed checks in the amount of (i) \$37,209.15 to King Solution Services, LLC for their work in connection with phases 4 and 5 of the District's sanitary sewer rehabilitation project and (ii) \$116,100.00 to M.K. Painting for their work in connection with the recoating of elevated storage tank no. 2. Upon motion made by Director Barroso, seconded by Director Merritt, and unanimously carried, the Board approved the fund manager's report as presented.

5. The Board considered the minutes for the meeting held on May 15, 2019. Upon motion made by Director Cangelose, seconded by Director Merritt, and unanimously carried, the Board approved the minutes as presented.

6. Mr. Meza presented the operations report, a copy of which is attached hereto. With respect to water production, the District pumped 57,435,000 gallons from its wells, with an average daily flow of 1,914,500 gallons. The ratio of water pumped to billed was 101% during the month.

At the wastewater treatment plants, the total combined treatment amounted to 68,298,000 gallons with an average daily flow from the plants of 2,276,600 gallons per day. There were 4.4 inches of rainfall during the month of April.

With respect to the distribution and collection system, 20 bacteriological samples were taken with no coliforms detected. The operator changed out two meters in the month of April and repaired six distribution line leaks.

With respect to out-of-district water use, Emerald Forest Utility District used 177,000 gallons and Harris County MUD No. 248 used 12,482,000 gallons.

As for personnel matters, a jobsite awareness and emergency responses meeting was held in May. A safety meeting on right to know is scheduled for June.

After review, upon motion made by Director Barroso, seconded by Director Merritt, and unanimously carried, the Board approved the operations report as presented.

7. Mr. Rosenbaum and Ms. Shipley presented the engineer's report, a copy of which is attached hereto. After further review and discussion, upon motion made by Director Merritt, seconded by Director Cangelose, and unanimously carried, the Board approved the change order and engineer's report as presented.

8. The Board next considered payment of the general fund bills listed on the report prepared by Ms. Magee, a copy of which is attached hereto. After review, upon motion made by Director Barroso, seconded by Director Merritt, and unanimously carried, the Board approved payment of the general fund bills as presented.

9. Mr. Homan, Ms. Magee, and Mr. Breeding presented the management report. Ms. Magee reviewed the District's April financials with the Board.

Mr. Breeding presented the Annual Drinking Water Quality Report. The Board recommended a couple small corrections.

Lastly, Mr. Homan stated the family day was a success and great time was had by all.

Upon motion made by Director Merritt, seconded by Director Cangelose, and unanimously carried, the Board approved the Annual Drinking Water Quality Report and management report as presented.

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