

HARRIS COUNTY FRESH WATER SUPPLY DISTRICT NO. 61

Minutes of Meeting of Board of Directors

September 18, 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, September 18, 2019 in accordance with the duly posted notice of the meeting, with a quorum of Directors present, as follows:

Ben A. Solis, President
Darrell A. Barroso, Vice President
Lary J. Cangelose, Secretary
Mike Kelley, Assistant Secretary
Charles W. Merritt, 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. Andrew Wilkinson, engineer for the District; and Ms. Jennifer B. Seipel, attorney for the District.

Before proceeding with the District’s ordinary business, the President called for a moment of silence in honor of the District employee who experienced a medical event at the Barwood plant earlier in the week. The President then 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 88 disconnections in the District and 8 disconnections in Harris County Municipal Utility District No. 248.

2. The Board considered the minutes for the meeting held on September 11, 2019. Director Kelley suggested one change to the minutes, and upon motion made by Director Cangelose, seconded by Director Merritt, and unanimously carried, the Board approved the minutes as amended.

3. Mr. Wilkinson then presented the engineer’s report, a copy of which is attached hereto. He discussed the meeting held between several District engineers, Ms. Seipel, and Mr. Breeding regarding the need to acquire new easements for District facilities affected by the expansion of N. Eldridge Parkway at F.M. 1960. Ms. Seipel and Mr. Wilkinson reported on the action items that came from that meeting and the plan to acquire the new easements.

The engineer presented several options as to how the District’s parking lot could be reconfigured, with the objective being to reduce damage caused by drivers backing into the

wall surrounding the District's administration building. After some discussion, the Board elected to table the matter.

Mr. Wilkinson then presented and recommended payment of Pay Application No. 4 in the amount of \$34,955.44 to All Points Services for their work in connection with the televising of phase 6 of the District's sanitary sewer rehabilitation project. Upon motion made by Director Kelley, seconded by Director Barroso, and unanimously carried, the Board approved the pay application as presented.

Lastly, the engineer reported that there were no punch list items resulting from the warranty inspection of the water line constructed at Huffmeister and Tuckerton.

After further review, upon motion made by Director Barroso, seconded by Director Merritt, 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 Merritt, seconded by Director Barroso, 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 presented the agenda for the latest meeting of Harris County Municipal Utility District No. 222.

Mr. Homan and Mr. Breeding then discussed a medical event experienced by a District employee at the Barwood plant, explaining that the employee was found unresponsive in the bathroom on September 17, 2019. CPR was administered by another District employee until an ambulance arrived, at which point the employee was transferred to the hospital. Mr. Homan and Mr. Breeding reported that they have since met with the entire District staff to discuss the event and offer support to anyone needing it. Mr. Homan and Ms. Magee also confirmed that the District will pay the employee for his unused sick and vacation time. The Board expressed sadness regarding the situation and thanked Mr. Homan, Mr. Breeding, Ms. Magee, and Ms. Norma Hernandez (who was not present at the meeting but assisted in contacting the employee's family members during and after the event) for their handling of the matter.

Mr. Homan then provided an update regarding the Water Users Coalition's efforts to work with the North Harris County Regional Water Authority to set up an alert system for its constituents. Mr. Homan stated that progress is being made.

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

6. Ms. Seipel gave an update on the status of the litigation with Magellan Pipeline Company ("Magellan"). She reported that the District has not received a settlement proposal from Magellan. Accordingly, she recommended that the District proceed with setting the special commissioners' hearing, as permitted under the Right of Entry Agreement entered into between the parties. The Board agreed.

7. The Board lastly considered items for the next Board meeting.

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