

HARRIS COUNTY FRESH WATER SUPPLY DISTRICT NO. 61

Minutes of Meeting of Board of Directors

November 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, November 13, 2019 in accordance with the duly posted notice of the meeting, with a quorum of Directors present, as follows:

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

and the following were absent:

Ben Solis, President.

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 Mesa, operations manager for the District; Mr. Bill Rosenbaum, engineer for the District; and Ms. Jennifer B. Seipel, attorney for the District.

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

1. There were no customer inquiries or input for consideration.
2. The Board considered the minutes for the meeting held on November 6, 2019. Upon motion made by Director Merritt, seconded by Director Cangelose, and unanimously carried, the Board approved the minutes as presented.
3. Mr. Rosenbaum then presented the engineer’s report, a copy of which is attached hereto. He reported that the survey work for the easements needed for District facilities affected by the expansion of N. Eldridge Parkway at F.M. 1960 is nearing completion.

The engineer then stated that bids for the Water Plant No. 3 & aerial water line crossings recoating project are due on November 14, 2019 and will be presented at the next meeting.

After further review, upon motion made by Director Kelley, seconded by Director Cangelose, and unanimously carried, the Board approved the engineer’s report as presented.

4. The Board reviewed a proposed draft of the District’s December 31, 2020 fiscal year end budget. In connection with budget review, the Board discussed the District’s participation in the Texas County and District Retirement System program and opted to keep the employer contribution at the current rate of 7.87% for 2020. After asking additional questions

regarding the substance of the draft budget, the Board requested that further review and/or approval of the budget be placed on the agenda for the next meeting.

5. The Board considered payment of the general fund bills. After review, upon motion made by Director Merritt, seconded by Director Kelley, and unanimously carried, the Board approved payment of the general fund bills as presented.

6. Ms. Magee, Mr. Homan, and Mr. Breeding presented the management report. Mr. Homan reported that the District continues to work to repair a leak at N. Eldridge Parkway and Foxburo.

Mr. Breeding stated that a recently hired employee of the District has resigned, and the search for a replacement continues.

Ms. Seipel stated that the District received a letter from their auditor regarding the fees to perform next year's audit. She stated that the estimated fees are the same as last year. The Board requested that discussion of the audit be placed on next week's agenda.

Lastly, Director Kelley reported on the events that transpired at a recent meeting regarding the Jones Road plume.

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

7. The Board lastly considered items for the next Board meeting, including approval of the December 31, 2020 F.Y.E. budget, annual employee reviews, and the audit.

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

Secretary

Short Term Action Items

1. Audit for December 31, 2019 F.Y.E.
2. Budget for December 31, 2010 F.Y.E.
3. Employee Reviews

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