

HARRIS COUNTY FRESH WATER SUPPLY DISTRICT NO. 61

Minutes of Meeting of Board of Directors

December 11, 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, December 11, 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. Bill Rosenbaum, engineer for the District; and Ms. Jennifer B. Seipel, attorney for the District. Also present was Mr. John Morgan, Mr. Freddy Richards, and Ms. Jennifer Simpson.

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. Simpson thanked the Board for their assistance in mowing and maintaining an easement area adjacent to her house. She also alerted the Board of some significant tire ruts in the vicinity caused by a moving truck. Mr. Homan thanked her for letting the District know of the situation and stated that they would have the area repaired.

2. The Board then considered the minutes for the meeting held on December 4, 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 needed in connection with the acquisition of easements necessitated by the expansion of N. Eldridge Parkway and F.M. 1960 is complete. Ms. Seipel stated that the next step in the process is to run title and confirm ownership of the properties through which the District needs easements. She stated that her office would begin that process, which usually takes a few weeks. The engineer also stated that the alignment has not been approved by the City of Houston, but the District has to acquire the easements before such approval will be given. After discussion, the Board authorized the engineer and attorney to proceed with the work discussed.

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

4. Ms. Seipel then discussed the legal requirement that District submit to the Comptroller on an annual basis a report containing certain information relating to the District's eminent domain authority. She confirmed that her office would complete the annual eminent domain filing no later than the February 1, 2020 deadline.

5. The Board then considered modifications to employee compensation as discussed at the December 4, 2019 meeting. Upon motion made by Director Cangelose, seconded by Director Merritt, and unanimously carried, the Board approved the compensation modifications as discussed.

6. 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.

7. Ms. Magee, Mr. Homan, and Mr. Breeding presented the management report. Ms. Magee presented the District's September SPA check from the City of Houston in the amount of 98,417.17.

Ms. Magee also reminded the Board of the District's Christmas party on Saturday, December 14, 2019.

Mr. Homan provided a report on the meeting that he and Director Barroso had with engineers for Harris County regarding their request for funds from the District to perform certain drainage projects. After some discussion, the Board authorized Mr. Homan to begin work on a letter to Harris County regarding a proposed arrangement between the parties.

Mr. Homan and Ms. Seipel then discussed posting the notice for placement on the ballot for the 2020 directors' election on the District website. Ms. Seipel stated that it is not legally required to be posted on the website but, in the interest of transparency, recommended that the District do so. The Board agreed, and upon motion made by Director Kelley, seconded by Director Barroso, and unanimously carried, the Board authorized posting the notice on the District website prior to the December 16, 2019 deadline.

Mr. Homan provided an update on the repair of concrete at Foxburo Drive and N. Eldridge Parkway, which is required as a result of a repair to a District water main. Mr. Homan stated that such work is tentatively scheduled for the second week in January.

Mr. Homan requested authorization to purchase a new video camera at a cost of approximately \$11,000. Mr. Homan stated that the District's current video camera is almost ten years old and recently broke. He explained all of the uses of the camera and the way in which the District utilizes it to assist District customers with identifying problems with their lines. Upon motion made by Director Kelley, seconded by Director Cangelose, and unanimously carried, the Board approved the expenditure, which already was listed in the 2019 budget.

Lastly, Mr. Homan reported on the status of negotiations with Harris County Municipal Utility District No. 248 regarding the parties' water supply agreement.

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

8. 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