

HARRIS COUNTY FRESH WATER SUPPLY DISTRICT NO. 61

Minutes of Meeting of Board of Directors

January 8, 2020

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, January 8, 2020 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 were Mr. John Morgan and Mr. Freddy Richards.

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, Mr. Homan shared with the Board a letter from a customer regarding a billing issue. Mr. Homan reported that the issue had been resolved with the help of District employee Ms. Cindy Ashworth. The Board expressed their satisfaction with the resolution of the matter and stated that they were very satisfied with Ms. Ashworth’s handling of the situation.

2. The Board then considered the minutes for the meeting held on December 18, 2019. Upon motion made by Director Kelley, seconded by Director Barroso, 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 presented and recommended approval of Pay Application No. 5 and Final from All Points Inspection Services, Inc. in the amount of \$9,102.65. He confirmed that the remaining tapes that the District was waiting to be produced were finally turned over in late December, and the project is therefore complete. Upon motion made by Director Merritt, seconded by Director Kelley, and unanimously carried, the Board approved the pay application as presented.

The engineer confirmed that he has reviewed the District’s capital improvement plan and is scheduled to meet with Mr. Homan and Mr. Breeding next week to discuss it.

After discussion, upon motion made by Director Barroso, 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 Merritt, seconded by Director Kelley, 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 handed out a revised meeting calendar for 2020.

Ms. Magee also confirmed the arrangements for the directors attending the mid-winter conference of the Association of Water Board Directors ("AWBD"), which is scheduled for next week.

Mr. Breeding stated that a preconstruction meeting with Harris County to discuss the concrete work needed at Foxburo Drive and N. Eldridge Parkway is scheduled for January 9, 2020.

Mr. Breeding also reported that the recoating of water plant no. 3 should begin in the next few weeks.

He stated that he is working on the reports required by the Texas Commission on Environmental Quality.

Mr. Homan reported that he, Mr. Breeding, and Ms. Seipel had another meeting with the attorney and engineer for Harris County Municipal Utility District No. 248 regarding entry of a new water supply agreement. He stated that the meeting went well.

Mr. Homan also reported that he attended an AWBD meeting today, at which a variety of matters, including the upcoming conference and staffing decisions, were discussed.

Lastly, Mr. Homan stated that he intends to send out the District's newsletter this month.

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

6. The Board discussed the North Harris County Regional Water Authority (the "Authority"). Several directors attended the last meeting of the Authority, at which they discussed the large number of employees that have been hired to work at their water plant.

7. With regard to the Water Users Coalition, Mr. Homan stated that the January meeting went very well, with several new individuals expressing interest in the group.

8. At 7:17 p.m., the Board entered executive session to discuss personnel matters. At 8:20 p.m., the Board exited executive session and reconvened its regular meeting.

9. 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. Resignation of Director Merritt
2. Appoint Director to Fill Vacancy

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