

## **HARRIS COUNTY FRESH WATER SUPPLY DISTRICT NO. 61**

Minutes of Meeting of Board of Directors

April 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, April 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  
Jon Morgan, 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.

The 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 then considered the minutes for the meeting held on March 25, 2020. Upon motion made by Director Barroso, 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 presented and recommended approval of Pay Application No. 1 in the amount of \$61,047.00 to Pardalis Industrial Enterprises, Inc. for their work in connection with recoating water plant no. 3. Upon motion made by Director Cangelose, seconded by Director Barroso, and unanimously carried, the Board approved the pay application as presented. The engineer also presented and recommended approval of Change Order No. 1 in the amount of \$8,000.00. Upon motion made by Director Cangelose, seconded by Director Morgan, and unanimously carried, the Board approved the change order as presented.

The engineer then presented the bids received in connection with the Wortham Falls detention pond improvements project and recommended award of the contract to Scott Sitework, LLC in the amount of \$109,666.26 with a contract time of 65 calendar days. Upon motion made by Director Cangelose, seconded by Director Barroso, and unanimously carried, the Board awarded the contract to Scott Sitework, LLC.

Lastly, Mr. Rosenbaum reviewed the list of projects to be included in the Series 2020 bond application. Upon motion made by Director Barroso, seconded by Director Cangelose, and unanimously carried, the Board authorized the engineer to proceed with and include these projects in the bond application being prepared.

After discussion, upon motion made by Director Cangelose, seconded by Director Morgan, 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 Morgan, 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. Mr. Homan reported that District operations have been business as usual in spite of the recent coronavirus/COVID-19 pandemic (the "Pandemic").

Mr. Homan and the Board also discussed recent messaging in the news and from City of Houston and Harris County officials regarding non-termination of water for failure to pay during the Pandemic. Mr. Homan requested authority to send a letter in a few weeks to District customers explaining that amounts owed for outstanding water bills will not and cannot be waived but that the District will enter into payment plans with customers that need them. The Board agreed with the plan of action.

Upon motion made by Director Cangelose, seconded by Director Barroso, 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 participated in the last meeting of the Authority, at which Director Kelley made a statement requesting that the Authority consider delaying their rate increase. The Board discussed the matter in some detail, noting that representatives for the Authority stated that they were going to talk with their financial advisor and take the matter under advisement.

7. With regard to the Water Users Coalition (the "Coalition"), Mr. Homan stated that the Coalition intended to send written correspondence to the Authority requesting that they delay their rate increase.

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.

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Secretary

Short Term Action Items

1. Normal Business

Long Term Action Items

1. 222 Rate Analysis for Wastewater Usage
2. Trunk Line Repair - Complete; Discussion of Costs with MUD 222 and MUD 248