

HARRIS COUNTY FRESH WATER SUPPLY DISTRICT NO. 61

Minutes of Meeting of Board of Directors

May 20, 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, May 20, 2020 in accordance with the duly posted notice of the meeting, with a quorum of Directors present, as follows:

Darrell A. Barroso, President
Lary J. Cangelose, Vice President
Mike Kelley, Secretary
Jon Morgan, Assistant Secretary
Ben A. Solis, 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. Under customer inquiries and input, Ms. Magee stated that today would have been disconnection day, but water disconnections were not made as a result of COVID-19 and related public health concerns. Mr. Homan noted that the number of accounts that would have been disconnected is on par with the District’s regular numbers.

2. The Board considered the minutes for the meeting held on May 13, 2020. Upon motion made by Director Solis, 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 provided an update on the timeline for the District’s relocation of water and sanitary sewer lines necessitated by the Texas Department of Transportation’s (“TxDOT”) expansion of N. Eldridge Parkway and F.M. 1960. He noted that TxDOT has pushed back its timeframe for construction, with the project slated to begin sometime in late fall or early winter. He confirmed that the District is aiming to begin construction at that time as well.

The engineer also discussed coordination with the North Harris County Regional Water Authority (the “Authority”) regarding their water distribution route for providing surface water to the District. He stated that progress continues to be made, and the Authority is taking the District’s comments and feedback into consideration. Mr. Homan echoed this sentiment, stating that he recently had a productive conversation with the acting general manager for the

Authority regarding their emergency response plan, among other matters. The Board expressed their satisfaction with the situation.

Director Kelley then suggested that the District undertake efforts to gather contact information for its customers in order to build a database for the purpose of sending emergency communications. Ms. Magee and Mr. Homan stated that the District has been doing this for several years, and the Board agreed that this was a good idea.

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

4. The Board considered the utility commitment letter for the tract located at 10726 Huffmeister Road, which is being developed as a medical center. The engineer confirmed that the tract is located within the District's boundaries, and the District has the capacity to serve it. Accordingly, upon motion made by Director Cangelose, seconded by Director Morgan, and unanimously carried, the Board approved the utility commitment letter as discussed.

5. The Board considered payment of the general fund bills. After review, upon motion made by Director Morgan, seconded by Director Cangelose, 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 stated that the District's operations were proceeding as normal. However, the wife of a District employee recently was tested for COVID-19, and they are awaiting the test results. The employee has been isolated from the other staff members.

Mr. Homan also reported that there was a water main break at the Kroger located at N. Eldridge Parkway and F.M. 1960. It has since been repaired.

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

7. The Board lastly considered items for the next Board meeting, including the possible discussion of pending litigation.

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

Secretary

Short Term Action Items

1. Executive Session to Discuss Pending Litigation

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