

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

Minutes of Meeting of Board of Directors

May 27, 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 27, 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; Ms. Pam Magee, office manager for the District; Mr. Samuel Meza, operations manager for the District; Mr. Bill Rosenbaum and Ms. Kelly Shipley, engineers for the District; Mr. Johnny Collins, tax assessor-collector for the District; Mr. Bob Ideus, bookkeeper for the District; Ms. Amy Mahanay, legal assistant 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. Mr. Collins presented the tax assessor-collector’s report, a copy of which is attached hereto. The report showed a 95.44% collection rate for the 2019 tax year, with all other tax years being 99% collected or better. After further review of the report, upon motion made by Director Cangelose, seconded by Director Solis, and unanimously carried, the Board approved the tax assessor-collector’s report and payment of the bills listed thereon with checks drawn from the tax fund.
3. Mr. Ideus then presented the fund manager’s report, a copy of which is attached hereto. The report showed checks in the amount of (i) \$68,769.98 to Core and Main, L.P., (ii) \$85,986.00 to Pardalis Industrial Enterprises, Inc., (iii) \$99.05 to AC Plumbing Supply, (iv) \$750.00 to the Bank of New York, (v) \$400.00 to Amegy Bank, (vi) \$43,837.04 to Smith, Murdaugh, Little & Bonham, L.L.P., and (vii) \$23,863.84 for engineering services. After discussion, upon motion made by Director Solis, seconded by Director Cangelose, and unanimously carried, the Board approved the fund manager’s report and the checks listed thereon.

4. The Board then considered the minutes for the meeting held on May 20, 2020. After discussion, upon motion made by Director Kelley, seconded by Director Cangelose, and unanimously carried, the Board approved the minutes as presented.

5. Mr. Meza presented the operations report, a copy of which is attached hereto. With respect to water production, the District pumped 52,055,000 gallons from its wells, with an average daily flow of 1,735,167 gallons. The ratio of water pumped to billed was 100% during the month.

At the wastewater treatment plants, the total combined treatment amounted to 71,009,000 gallons with an average daily flow from the plants of 2,366,967 gallons per day. There were 5.8 inches of rainfall during the month of April.

With respect to the distribution and collection system, 20 bacteriological samples were taken with no coliforms detected. The operator changed out 416 meters in the month of April and made three commercial taps.

With respect to out-of-district water use, Emerald Forest Utility District used 62,000 gallons and Harris County MUD No. 248 used 10,177,000 gallons.

As for personnel matters, a safety meeting on hurricane safety and preparedness is scheduled for June.

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

6. Mr. Rosenbaum then presented the engineer's report, a copy of which is attached hereto. He reviewed with the Board the status of all projects identified in the Series 2017 bond application, noting that most have been completed.

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

7. The Board next considered payment of the general fund bills listed on the report prepared by Ms. Magee, a copy of which is attached hereto. 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.

8. Mr. Homan, Mr. Breeding, and Ms. Magee presented the management report. Ms. Magee reviewed the District's April financials with the Board.

Mr. Homan reported that the contractor for phases 7 and 9 of the District's sanitary sewer rehabilitation project has mobilized and is on site.

Mr. Homan noted that the meter replacement project is continuing and going well.

Mr. Homan also provided an update of the construction along U.S. 290.

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

9. At 6:19 p.m., the Board entered into executive session to discuss pending litigation. At 6:47 p.m., the Board exited executive session and resumed its regular meeting. The Board took no action with respect to the litigation.

10. The Board considered items for the next agenda, including consideration of a new wastewater treatment agreement with Harris County Municipal Utility District No. 248 and the annual consumer confidence reports.

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Secretary

Short Term Action Items

1. Wastewater Treatment Agreement with Harris County Municipal Utility District No. 248
2. Consumer Confidence Reports

Long Term Action Items

1. Contract Negotiations with Various Entities Served by the District
2. Plans for use of SPA Funds