

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

Minutes of Meeting of Board of Directors

February 10, 2021

The Board of Directors (“Board”) of Harris County Fresh Water Supply District No. 61 (“District”) met on Wednesday, February 10, 2021 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. There were no customer inquiries or input for the Board’s consideration.
2. The Board then considered the minutes for the meeting held on January 27, 2021. Director Kelley moved that the Board table approval of the minutes to allow the attorney to confirm whether the parties identified as having moved to approve the management report did so. After some discussion, the motion was seconded by Director Solis, unanimously carried, and approved.
3. Mr. Rosenbaum then presented the engineer’s report, a copy of which is attached hereto. He discussed the status of the N. Eldridge Parkway utilities relocation project, noting that the goal is to hold a preconstruction meeting with the contractor in March and for construction to begin in April. Mr. Homan and Ms. Seipel also provided input regarding the comments provided to the Texas Department of Transportation (“TxDOT”) on the reimbursement agreement they have proposed. Ms. Seipel noted that the purpose of the reimbursement agreement is to set forth the terms upon which the District will be reimbursed by TxDOT for the costs to be incurred as a result of TxDOT’s extinguishment of the District’s private easements at the intersection of N. Eldridge Parkway and F.M. 1960. Ms. Seipel noted that TxDOT has scheduled a special commissioners’ hearing for March 1, 2021, which the District will participate in if the parties are unable to fully resolve the matter prior thereto. Ms. Seipel also explained the process of the commissioners’ hearing. Mr. Homan then noted that he and Ms. Seipel, along with the engineer, will continue to work to resolve the matter.

The engineer also confirmed that his office is working on the renewal of the District's permits for the Barwood and Hastings Green wastewater treatment plants, with such permits being set to expire in March 2022.

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

4. The Board then considered a utility commitment letter for a tract of land located at N. Eldridge Parkway and Foxburo Drive as owned by Plaza North Eldridge, LLC. The engineer confirmed that the property is located within the District and that the District has the capacity to serve the proposed use as a retail center. Upon motion made by Director Kelley, seconded by Director Morgan, the Board approved issuance of 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. Ms. Magee presented the Board with the District's November SPA check in the amount of \$86,835.46 from the City of Houston.

Mr. Breeding noted that District staff recently received additional training on the WaterSmart software being used in connection with the District's automated meter system. Mr. Homan stated that he and Mr. Breeding would like to present the Board with a demonstration of the software at next week's meeting and requested the attorney to place the matter on the February 17, 2021 agenda.

Mr. Homan reported that he continues to work on the District's annual newsletter, which is scheduled to be mailed to the District's customers this spring.

Mr. Homan then noted that it was time to renew the District's insurance on its facilities and equipment. He asked the Board whether they would like for Ms. Kim Courte, the District's broker, to attend next week's meeting to discuss the contents of the insurance proposal received. The Board confirmed that they would like for Ms. Courte to be in the telephone into the meeting in the event that the Board has any questions. Mr. Homan stated that he would let her know.

Mr. Homan provided an update on the status of some pieces of legislation being introduced to the Texas Legislature by the Association of Water Board Directors ("AWBD").

Mr. Homan reported that the summer conference of the AWBD will be a hybrid event, with members being able to participate in person or through a virtual option.

Lastly, Director Barroso inquired as to whether it would be beneficial to the District to implement a geographic information system ("GIS") to keep track of its facilities. The Board and the engineer discussed the usefulness of such systems and agreed that it may be something worth discussing in the future.

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

7. The Board then discussed the latest meeting of the North Harris County Regional Water Authority, including the hiring of a new employee.

8. Lastly, Mr. Homan noted that he is looking to schedule a meeting of the Water Users Coalition in the coming months.

9. The Board considered items for the next Board meeting, including renewal of the District's insurance and a demonstration of the WaterSmart software.

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

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Secretary

### Short Term Action Items

1. Renew District Insurance
2. Demonstration of WaterSmart Technology

### 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