

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

Minutes of Meeting of Board of Directors

May 26, 2021

The Board of Directors (“Board”) of Harris County Fresh Water Supply District No. 61 (“District”) met on Wednesday, May 26, 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. Samuel Meza, operations manager for the District; Mr. Bill Rosenbaum and Ms. Kelly Shipley, engineers for the District; Mr. Bob Ideus, bookkeeper 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, Mr. Homan stated that he made contact with the customer who had an issue with a water disconnection, and the matter has been resolved.

2. Ms. Magee presented the tax assessor-collector’s report, a copy of which is attached hereto. The report showed an 93.59% collection rate for the 2020 tax year, with all other tax years excluding 2020 being 99% collected or better. After further review of the report, upon motion made by Director Solis, seconded by Director Cangelose, 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) \$750.00 in Bank of New York, (ii) \$163,359.41 to King Solutions Services, LLC, (iii) \$21,313.82 for engineering services, and (iv) numerous checks to consultants, landowners, and special commissioners in connection with the District’s N. Eldridge Parkway utility relocation project. After discussion, upon motion made by Director Cangelose, seconded by Director Solis, 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 19, 2021. After discussion, upon motion made by Director Morgan, 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 5,793,000 gallons from its wells, with an average daily flow of 1,859,767 gallons. The ratio of water pumped to billed was 98% during the month.

At the wastewater treatment plants, the total combined treatment amounted to 73,105,000 gallons with an average daily flow from the plants of 2,436,833 gallons per day. There were 6.7 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 District made no commercial or residential taps and changed out one meter.

With respect to out-of-district water use, Emerald Forest Utility District used 317,000 gallons and Harris County MUD No. 248 used 11,314,000 gallons.

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

After review, upon motion made by Director Cangelose, seconded by Director Morgan, 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 reported that he and District representatives met with the contractor for the N. Eldridge Parkway project regarding delaying the start date. The contractor agreed to delay the start date for at least 60 days.

After further review and discussion, upon motion made by Director Kelley, seconded by Director Solis, 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 Kelley, seconded by Director Morgan, 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. Breeding reviewed the recent inspection report that was performed on all of the District's generators and recommended that the District undertake certain repairs in the amount of \$7,957.75. The Board agreed.

The Board also discussed attending the upcoming conference of the Association of Water Board Directors. The Board discussed the candidates to vote for and whether to vote in favor of the amended by-laws. The Board also discussed the appointment of Director Barroso to serve as the District's delegate to cast its vote.

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

9. At 6:21 p.m., the Board entered into executive session to discuss pending litigation. At 6:48 p.m., the Board exited executive session and took no action.

10. The Board considered items for the next agenda, including a request for utility commitment and the District's annual consumer confidence reports.

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Secretary

Short Term Action Items

1. Normal Business

Long Term Action Items

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