

HARRIS COUNTY FRESH WATER SUPPLY DISTRICT NO. 61

Minutes of Meeting of Board of Directors
October 13, 2021

The Board of Directors (“Board”) of Harris County Fresh Water Supply District No. 61 (“District”) met on Wednesday, October 13, 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:

Lary J. Cangelose, Vice President

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 input or inquiries for the Board’s consideration.
2. The Board considered the minutes for the meeting held on September 22, 2021. Two changes to the minutes were suggested, and upon motion made by Director Solis, seconded by Director Morgan, and unanimously carried, the Board approved the minutes as amended.
3. Mr. Rosenbaum then presented the engineer’s report, a copy of which is attached hereto. He provided an update on the status of the District’s project to relocate its water and sanitary sewer lines at the intersection of N. Eldridge Parkway and F.M. 1960 W., noting that the contractor is slightly delayed but should begin construction by the end of the month. Mr. Rosenbaum also reported that the final draft of the District’s first reimbursement package is slated to be submitted to the Texas Department of Transportation on October 18, 2021.

Mr. Rosenbaum also presented information obtained at a recent meeting between District representatives and the North Harris County Regional Water Authority (the “Authority”) regarding water line easements that they need from the District. He stated that a portion of the proposed alignment runs through one of the District’s wastewater treatment plants. As such, the Authority needs to conduct additional reconnaissance to determine whether their proposal will conflict with the District’s existing facilities. He confirmed that he will update the Board as new information on the project is received.

After discussion, 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 a request for a utility commitment from a developer of a medical office building at 10816 Huffmeister Road. The attorney noted that the tract is located within the boundaries of the District, and the District has the requisite water and sanitary sewer capacity to serve the development. Upon motion made by Director Kelley, seconded by Director Morgan, and unanimously carried, the Board approved issuance of the commitment letter.

5. The Board considered payment of the general fund bills. After review, upon motion made by Director Morgan, seconded by Director Solis, 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. Breeding noted that he continues to work on end-of-year matters, such as the budget, and plan reviews for the many developments occurring within the District.

Mr. Homan reported that Harris County MUD No. 248 ("MUD No. 248") held its meeting at the District's administration building today, at which District representatives gave a presentation regarding the automated meters and related software that MUD No. 248 recently implemented. Mr. Homan also noted that the District would be receiving payment from MUD No. 248 for the installation of the automated meters in the coming weeks.

In light of supply shortages being experienced throughout the country, Mr. Homan proposed to the Board that the District purchase additional amounts of certain supplies to expand the amounts it has in reserves. The Board agreed with this proposed course of action.

Mr. Homan reported that an employee recently quit after finding a job that paid higher wages. The Board discussed the need to increase the District's employees' wages to counteract inflation and assist with retention of its current workforce. After some discussion, upon motion by Director Solis, seconded by Director Kelley, and unanimously carried, the Board voted to increase all employees' wages by \$1.00/hour effective immediately.

Lastly, Mr. Homan discussed two potential candidates for employment. With regard to both candidates, he stated that they are in the midst of the interview process, which involves at least three rounds of interviews. The Board expressed its satisfaction with the proposed course of action and the potential hiring of the two candidates, should the interview conclude in a positive manner.

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

7. The Board then discussed the latest meeting of the Authority, which several members of the Board attended.

8. There was no new information on the Water Users Coalition.

9. The Board considered items for the next Board meeting, including a utility commitment letter for the tract at 13715 Wimbledon Oaks.

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

Secretary

Short Term Action Items

1. Utility Commitment Letter for Tract at 13715 Wimbledon Oaks

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