

HARRIS COUNTY FRESH WATER SUPPLY DISTRICT NO. 61

Minutes of Meeting of Board of Directors

November 15, 2023

The Board of Directors (“Board”) of Harris County Fresh Water Supply District No. 61 (“District”) met on Wednesday, November 15, 2023 in accordance with the duly posted notice of the meeting, with a quorum of Directors present, as follows:

Mike Kelley, President
Jon Morgan, Vice President
Ben Solis, Secretary
Darrell A. Barroso, Assistant Secretary
Lary Cangelose, 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. Adam Anderson, 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 reported that today was disconnection day. There were 77 disconnections in the District and 14 disconnections in Harris County MUD No. 248.

2. The Board considered the minutes for the meeting held on November 8, 2023. Upon motion made by Director Barroso, seconded by Director Cangelose, and unanimously carried, the Board approved the minutes as presented.

3. Mr. Anderson then presented the engineer’s report, a copy of which is attached hereto. He reported that work on the N. Eldridge Parkway sanitary sewer and water line relocation project continues. Mr. Anderson stated that the contractor is progressing on schedule, and they still expect to complete the project sometime in early 2024.

Mr. Anderson reported that the final inspection for phase 10 of the District’s sanitary sewer rehabilitation project was performed, and the contractor is working on the final punch list.

With regard to phase 11 of the District’s sanitary sewer rehabilitation project, the engineer stated that the pre-construction meeting was held November 9.

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

4. The Board considered payment of the general fund bills. After review, upon motion made by Director Cangelose, seconded by Director Barroso, and unanimously carried, the Board approved payment of the general fund bills as presented.

5. The Board then reviewed a proposed draft of the operating budget for the fiscal year ending on December 31, 2024. In connection with that review, the Board discussed certain increases and decreases in budgeted items, including, for example, an increase in certain consultant fees. After review and discussion, upon motion made by Director Solis, seconded by Director Barroso, and unanimously carried, the Board approved the budget as presented and associated resolution for same.

6. The Board tabled discussion of the repairs needed for the water well at water plant no. 4 pending additional information from the contractor.

7. Ms. Magee, Mr. Breeding, and Mr. Homan presented the management report. Ms. Magee stated that she had nothing to report.

Mr. Breeding stated that the well repair for the Fallbrook well is scheduled to begin next week.

Mr. Homan then presented the holiday schedule, safety program and calendar of events for 2024. The Board also discussed their meeting schedule for 2024. Upon motion made by Director Barroso, seconded by Director Morgan, and carried, with Director Solis voting in the negative the Board approved to hold their meetings on the second and fourth Wednesdays of the month from January through October and the second, third and fourth Wednesdays during the months of November and December. It also was noted and agreed upon by the Board that it may call additional meetings at any time.

Mr. Homan and Mr. Breeding then presented information related to the District's participation in the Texas County and District Retirement System. Upon motion made by Directors Barroso, seconded by Director Solis, and unanimously carried the Board approved the adjustment of the District contribution to 8.77%.

Lastly, Mr. Homan and Mr. Breeding reviewed with the Board a list of the District's 2023 accomplishments and anticipated projects for 2024. The gentlemen stated that it was a very busy year, and they anticipate 2024 to be of the same pace.

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

8. There was no executive session.

9. Lastly, the Board considered items for the next agenda, including repairs for water well at water plant no. 4 and litigation and personnel reviews.

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

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke, positioned above a solid horizontal line.

Secretary

Short Term Action Items

1. Water well discussion
2. Executive Session to Discuss Personnel Matters and 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