

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

### **Minutes of Meeting of Board of Directors**

**June 25, 2025**

The Board of Directors ("Board") of Harris County Fresh Water Supply District No. 61 ("District") met on Wednesday, June 25, 2025 in accordance with the duly posted notice of the meeting, with a quorum of Directors present, as follows:

Jon Morgan, President  
Ben Solis, Vice President  
Darrell Barroso, Secretary  
Lary Cangelose, Assistant Secretary  
Mike Kelley, 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; Ms. Norma Catherman, tax assessor-collector for the District; Ms. Kayla Ray, bookkeeper for the District; Mr. Eddie Streich and Mr. Adam Anderson, engineers for the District; Mr. Scott Gray, representative for Champions Hydro-Lawn; and Ms. Jennifer 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. Ms. Catherman then presented the tax assessor-collector's report, a copy of which is attached hereto. The report showed a 94.90% collection rate for the 2024 tax year, with most other tax years being 99% collected or better. Ms. Catherman also noted several reissued checks and sums to be sent to the Texas Comptroller of Public Accounts for distribution. After further review of the report, upon motion made by Director Barroso, 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 and wire transfer(s) drawn from the tax fund.
3. The Board considered the minutes for the meeting held on June 11, 2025. Upon motion made by Director Solis, seconded by Director Barroso, and unanimously carried, the Board approved the minutes as presented.
4. Mr. Meza presented the operations report, a copy of which is attached hereto. With respect to water production, the District pumped 66,485,000 gallons from its wells, with an average daily flow of 2,144,677 gallons. There was 86% water accountability for the prior month.

At the wastewater treatment plants, the total combined treatment amounted to 88,254,000 gallons with an average daily flow from the plants of 2,846,903 gallons per day. The District received 6.8 inches of rain during the month of May.

With respect to the distribution and collection system, 20 bacteriological samples were taken with no coliforms detected. The District replaced 7 meter registers during the prior month.

With respect to out-of-district water use, Emerald Forest Utility District used 156,000 gallons and MUD No. 248 used 13,430,000 gallons.

As for personnel matters, a safety meeting on lifting and rigging will be held next month.

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

5. Mr. Streich presented the engineer's report, a copy of which is attached hereto. He noted that his office submitted the supplemental reimbursement agreement needed to submit a final reimbursement package with the Texas Department of Transportation. The engineer stated that such package is slated to be submitted this summer.

With regard to the District's phase 11 sanitary sewer rehabilitation project, the contractor continues to work on final punch-list items.

With regard to the phase 12 television work related to the District's sanitary sewer rehabilitation project, work is underway.

As for the water plant no. 2 recoating project, Mr. Streich presented and recommended approval of Pay Application No. 4 in the amount of \$67,185.00 to Sustanite Support Services, LLC. Accordingly, upon motion made by Director Barroso, seconded by Director Cangelose, and unanimously carried, the Board approved the pay application as presented.

Lastly, the engineer reported that the Barwood and Tower Oaks Meadows drainage improvement projects are expected to be bid and awarded in the coming weeks.

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

6. The Board discussed a request for a utility commitment letter from the developer of the tract located at 11130 N. Eldridge Parkway. The engineer confirmed that the District has the capacity to serve this development, which is within the boundaries of the District. Subject to that discussion, upon motion made by Director Kelley, seconded by Director Barroso, and unanimously carried, the Board approved issuance of the letter as presented.

7. Ms. Ray presented the fund manager's report on behalf of the bookkeeper, a copy of which is attached hereto. The bookkeeper's report reflected checks in the amounts of (i)

\$81,315.00, \$10,482.13, and \$12,704.67 to Lockwood, Andrews and Newnam, Inc., (ii) \$3,000.00 to Smith, Murdaugh, Little and Bonham, LLP, and (iii) \$67,185.00 to Sustanite Support Services, LLC. Subject to that discussion, upon motion made by Director Kelley, seconded by Director Solis, and unanimously carried, the Board approved the fund manager's report and the check(s) listed thereon.

8. Mr. Gray presented a report on behalf of Champions Hydro-Lawn, copy attached. He noted that all of the District's facilities are in good shape. Mr. Gray also stated that the District heard reports of nutria in the Ravensway pond, but he found no evidence of them upon inspection.

9. The Board next considered payment of the general fund bills listed on the report, a copy of which is attached hereto. After review, upon motion made by Director Barroso, seconded by Director Cangelose and unanimously carried, the Board approved payment of the general fund bills as presented.

10. Mr. Homan, Mr. Breeding, and Ms. Magee then presented the management report. Ms. Magee presented the District's May financials. The Board reviewed the revenue from water usage, noting that it is slightly down due to high volumes of rain in recent months.

Mr. Breeding confirmed receipt of a check from Harris County MUD No. 69 ("MUD No. 69") for amounts owed under the District's new agreement with the entity.

Mr. Breeding stated that he is working on other administrative matters.

Mr. Homan stated that the District's part-time tax assessor-collector, Ms. Kathy Schyma, will continue to work on a part-time basis, if the Board approves. The Board agreed.

Mr. Homan reported that water plant no. 2 is back online following near completion of the recoating project.

Mr. Homan also noted that MUD No. 69 will be utilizing their interconnect with the District while the North Harris County Regional Water Authority ties into their system.

Mr. Homan stated that the temporary water supply agreement with Tower Oaks Bend has been executed, and the group's well repair project should start in the next month or two.

The Board discussed the recent results of the Association of Water Board Directors trustee election.

Lastly, the Board discussed several pieces of recently enacted legislation, including new laws related to public finance corporations.

Following such discussion, upon motion made by Director Barroso, seconded by Director Cangelose, and unanimously carried, the Board approved the management report as presented.

11. There was no executive session.

12. The Board considered items for the next agenda.

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

  
Secretary

### Short Term Action Items

1. Normal Business

### Long Term Action Items

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