

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

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

**August 27, 2025**

The Board of Directors (“Board”) of Harris County Fresh Water Supply District No. 61 (“District”) met on Wednesday, August 27, 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 District residents Mr. John Turner and Ms. Janessa Turner; 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. Jessica Espinoza, tax assessor-collector for the District; Ms. Kayla Ray, bookkeeper for the District; Mr. Adam Anderson, and Mr. Eddie Streich engineers for the District; Mr. Scott Gray, representative for Champions Hydro-Lawn; and Mr. Douglas McNiel on behalf of 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. The Board welcomed Mr. John Turner and his daughter Ms. Janessa Turner. Mr. Turner appeared before the Board to discuss the District’s involvement in the installation of sidewalks near the local schools. Mr. Homan noted that the District is currently undergoing substantial drainage projects, and that the installation of sidewalks will likely have to wait until the conclusion of the projects.

2. Ms. Espinoza then presented the tax assessor-collector’s report, a copy of which is attached hereto. The report showed a 96.48% collection rate for the 2024 tax year, with most other tax years being 99% collected or better. After further review of the report, upon motion made by Director Kelley, seconded by Director Solis, 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 August 13, 2025. Upon motion made by Director Barroso, seconded by Director Solis, and unanimously carried, the Board approved the minutes as presented. Director Kelley abstained from the motion due to his absence at the meeting held on August 13, 2025.

4. Mr. Meza presented the operations report, a copy of which is attached hereto. With respect to water production, the District pumped 77,269,000 gallons from its wells, with an average daily flow of 2,493,419 gallons. There was 87% water accountability for the prior month.

At the wastewater treatment plants, the total combined treatment amounted to 87,546,000 gallons with an average daily flow from the plants of 2,824,065 gallons per day. The District received 2.8 inches of rain during the month of July.

With respect to the distribution and collection system, 20 bacteriological samples were taken with no coliforms detected. The District replaced 6 meter registers during the prior month.

With respect to out-of-district water use, Emerald Forest Utility District used 189,000 gallons, MUD No. 248 used 13,370,000 gallons, and MUD No.69 used 8,294,000.

As for personnel matters, a safety meeting on handling disagreements and conflicts in the workplace will be held next month.

After review, upon motion made by Director Solis, seconded by Director Barroso, 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. With regard to the N. Eldridge Parkway expansion project, he noted that the engineers are working on the Last and Final Reimbursement Package based on the updated Supplemental Agreement.

Mr. Streich and Mr. Homan then discussed the Sanitary Sewer Phase 11 Rehabilitation project. They noted that the contractor has yet to pay many of the subcontractors who worked on the project. A discussion on protections for subcontractors ensued. It was further noted the project is over a year late from the agreed upon date of substantial completion. The engineers, Mr. Homan and the District's attorney are formatting an approach to the contractor regarding the District's concerns.

As for the water plant no. 2 recoating project, Mr. Streich presented and recommended approval of Pay Application No. 6 and Final in the amount of \$66,471.76 to Sustanite Support Services, LLC. Accordingly, upon motion made by Director Kelley, seconded by Director Solis, and unanimously carried, the Board approved the pay application as presented.

Lastly, the engineer reported on the Barwood drainage improvement project and the Tower Oaks Meadows project drainage improvement project. The engineer, Mr. Homan, and the bookkeeper discussed the District's payments to the County. The Bookkeeper assured the Board that her office has strict regulations for wiring payments if the County requires a wire.

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

Subject to that discussion, upon motion made by Director Barroso, seconded by Director Cangelose, and unanimously carried, the Board approved the resolution as presented.

6. 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) \$41,388.39, \$1,985.87, and \$2,242.41 to Lockwood, Andrews and Newnam, Inc., (ii) \$66,471.76 to Sustanite Support Services, LLC, and (iii) \$327,599.00 to Weisinger Incorporated. Subject to that discussion, upon motion made by Director Barroso, seconded by Director Solis, and unanimously carried, the Board approved the fund manager's report and the check(s) listed thereon.

7. Mr. Gray presented a report on behalf of Champions Hydro-Lawn, copy attached. He noted that the District's facilities are in good shape. He then discussed the progress that Harris County Flood Control District has made on the Channel Bridge work.

8. 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.

9. Mr. Homan, Mr. Breeding, and Ms. Magee then presented the management report. Ms. Magee presented the District's July financials.

Mr. Breeding gave a brief update on a variety of pending matters.

Mr. Homan reminded the Board of the town hall with the engineers for the North Harris County Regional Water Authority on September 18, 2025. Mr. Homan anticipates that there will be a second town hall meeting specific to Fresh Water Supply District No. 61 at a later date.

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

10. There was no executive session.

11. The Board considered items for the next agenda, including renewal of the District employees' health insurance.

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

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Secretary

### Short Term Action Items

1. Renewal of Employee Health Insurance

### Long Term Action Items

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