

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF  
HARRIS COUNTY W.C.I.D. NO. 50  
FEBRUARY 8, 2019**

**MEMBERS OF THE BOARD PRESENT:**

Mario Runco    Sheila Brown    M. B. Eisenbarth    J. L. Restivo    George Shea Jr.

**GUESTS & STAFF PRESENT:**

Davis Bonham    John Riley    Sabrina Herod    Ron Anderson    Janice Makinen Gray  
Bob Kosar    Jeff Tave    Ann Vernon    Will Brabston

President Mario Runco called the meeting to order at 12:00 P.M. and declared the presence of a quorum.

1. The Minutes of the Meeting of January 11, 2019 were presented. Sheila Brown made a motion to approve the minutes as written. George Shea, Jr. seconded the motion and it passed by a unanimous vote.
2. Citizen Comments –Will Brabston, Jeff Tave, and Ann Vernon inquired about the inspection of the drainage line running along Crestwood Drive and through Taylorcrest Park. John Riley reported that with the recent very low tides all drainage lines in the District have now been inspected and are all clear of debris and obstructions including the line through Taylorcrest Park. In addition, Mr. Riley also reported the line did not have any damage or misaligned joints and that he slurry-sealed its joints last year and has not seen any sink holes since then except at the bulkhead at Taylor Lake. The bulkhead does not belong to the District. He further reported that he will continue monitoring the line. Janice Makinen Gray inquired about the status of the storm drain model relative to the storm drains located at Bayou View Drive and Confederate Way. Mrs. Makinen Gray also inquired about the circumstances surrounding the traffic congestion that occurred at Whitecap and Loch Lake. John Riley reported that a trailer belonging to a contractor for the District was hit by a passing vehicle which created the backup. Mrs. Vernon also reported that the property obtained by the City of El Lago at 406 Cedar Lane is available to the District for possible drainage improvements such as a detention pond.
3. Engineer's Report – Ron Anderson presented the report (copy attached). Some of the items discussed were: a). The storm sewer model is substantially complete. Results of information are being compiled into a presentation for citizens. b). The Sanitary Sewer Rehabilitation - 2018 Phase II construction activities have begun. Pay Application No. 1 in the amount of \$29,376.00, along with change order #1 from Nerie Construction, LLC is presented and recommend payment. A motion to approve change order #1 was made by Sheila Brown. The motion was seconded by M. B. Eisenbarth and approved by a unanimous vote. A motion to approve Pay Application No. 1 from Nerie Construction, LLC was made by M. B. Eisenbarth. The motion was seconded by George Shea, Jr. and approved by a unanimous vote. c). Smoke Testing of Sanitary Sewer Lines in the Summer of 2019 is in the design phase. Presentation and recommendation of the bid package to the Board will be made at the March Board Meeting. d). Ground Storage Tank No. 2 (GST No. 2) Replacement construction activities continue. Pay Application No. 1 along with change order #1 are presented. A motion to approve change order #1 in the amount of \$3,600.00 was made by Sheila Brown. The motion was seconded by George Shea, Jr. and approved by a unanimous vote. A motion to approve Pay Application No. 1 from Schier Construction Company, Inc, in the amount of \$25,830.00 was made by J. L. Restivo. The motion was seconded by George Shea Jr. and approved by a unanimous vote. e). Future District Projects will be discussed as the need arises. f). Implementation of Electronic Meters – Dates have been set for three different companies to provide presentations regarding their respective products. g). Amendment of General Engineering Agreement was tabled.

4. Financial Reports – The financial reports were circulated for review, discussion, and approval. Frost Maintenance Fund Checks 5785 through 5831; Frost Capital Project Account Checks 3056 through 3057 and Frost Debt Service Fund Checks 1512 through 1513 were presented for approval. A motion to approve all checks presented was made by Sheila Brown. The motion was seconded by George Shea, Jr. and approved by all.

5. Superintendent's Report –John Riley presented the report (copy attached). Some of the items discussed were: a). Purchased New 2019 Ford F150 Pick-up. b). Replaced old lock-up meter boxes at 211-213 Cedar Lane with a new concrete box, valves, and pipes. c). With the recent very low tides all drainage lines in the District have now been inspected, including those along Crestwood Drive, Whitecap Drive, Lake Arbor Dr. Review of the inspection video determined that the District's lines are intact and free of debris and/or obstructions; however, the bulkhead at the end of the Crestwood Drive Line at Taylorcrest Park at Taylor Lake is deteriorated and in need of repair, allowing for erosion to occur. d). Replaced the north sludge return pump motor at the sewer plant. e). Repaired a water break at 1507 Lake Bluff Drive. f). Replaced a leaking water tap at 623-627 Whitecap Dr. g). The City of El Lago building official, Jack Fryday, inquired about the "Reserve B" easement for the owner at 101 Cedar Lane Circle who is selling their property. h). Ground Storage Tank No. 2 (GST No. 2) is out of service for replacement. Drained the Ground Storage Tank No. 1 (GSST No. 1) to facilitate the replacement of 3 – 12" gate valves to the tank. i). Replaced the broken 2" water meter at 4141 NASA Pkwy.

6. Office Manager's Report-Sabrina Herod presented the report (copy attached). Some of the items discussed were: a) The 2018 Tax Levy is at 90% collected. b). Frequent delinquent water accounts have been notified and collection of fees has been affected. c). Employee W-2's were prepared and mailed before the January 31<sup>st</sup> deadline. d), Financials are prepared and circulating for review, discussion, and approval.

7. Rate Order – Information was presented with regard to current conservation incentive usage tiers. Additional time is requested by the Board to review the information presented.

8. Order Levying Additional Penalty for Delinquent Taxes – In accordance with the Texas Property Tax Code Mr. Bonham presented the subject order. The order must be approved annually and provides for the adoption of an additional 20% penalty above the District's late payment fees for defrayment of collection expenses and are applied on unpaid balances as of April 1 for all personal property and July 1 for all real property. A motion to approve the Order as presented was made by M. B. Eisenbarth. The motion was seconded by George Shea and approved by all. The order was presented to and signed by the President and Secretary of the Board.

9. Annual review of FTC identity theft red flag policy – Davis Bonham presented a resolution affirming review of the identity theft red flag policy outlining efforts to ensure the District's protection of personally identifying information associated with water and wastewater accounts. A motion to approve the resolution was made by Sheila Brown. The motion was seconded by J. L. Restivo and approved by a unanimous vote.

10. Annual report to Texas Comptroller pursuant to Senate Bill 625 (Texas Local Government Code, Chapter 203, Subchapter D) –Mr. Bonham discussed the annual filing requirement as set forth. A motion to authorize the filing of the report to the Texas Comptroller was made by Sheila Brown. The motion was seconded by George Shea, Jr. and approved by a unanimous vote.

11. Executive session to consider pending or threatened litigation in accordance with Texas Government Code § 551.071 – This item was tabled.

12. 2019 Water Smart Application- Sheila Brown addressed the meeting with regards to the completion and filing of the District's application with submittal of required documentation and the March 1 deadline. Mrs. Brown explained that the District has been taking steps as outlined to meet the requirements to join in the Water Smart Program, which not only educates but encourages water conservation and education.

A motion to approve the Resolution Approving Submittal of the Water Smart Application for Inclusion in the Water Smart Partners Program was made by M. B. Eisenbarth. The motion was seconded by George Shea, Jr. and approved by a unanimous vote.

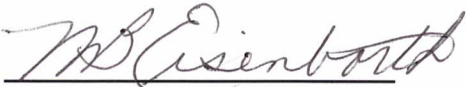
13. Items for Inclusion on Board are Next Agenda – MS4 Permit Proposal provided by the District's Engineering Firm, Drought Contingency Plan, Water Conservation Plan, Implementation of Electronic Metering, Amendment to General Engineering Agreement, Smoke Testing Bids, and Rate Order.

14. Pending Business – Sheila Brown presented some information regarding Monarch Butterfly Environmental Project to be implemented at the District Facilities; however, due to time constraints, Mrs. Brown requested that in lieu of discussion the Board review handouts for discussion at the next meeting.

Next Board Meeting will be held Wednesday, March 13, 2019 at 7:00 p.m.

J. L. Restivo made a motion to adjourn the meeting at 1:54 p.m. M. B. Eisenbarth seconded the motion and all approved it.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "M. B. Eisenbarth", written over a horizontal line.

M. B. Eisenbarth, Secretary  
Board of Directors