

**MINUTES OF MEETING
OF THE
BOARD OF DIRECTORS**

April 14, 2022

THE STATE OF TEXAS §

COUNTY OF HARRIS §

HARRIS COUNTY FRESH WATER SUPPLY DISTRICT NO. 58 §

The Board of Directors of Harris County Municipal Fresh Water Supply District No. 58 met in regular session, open to the public, at its regular meeting place inside the boundaries of the District on April 14, 2022; whereupon, the roll was called of the members of the Board of Directors, to-wit:

Harry Haupt	President
Carol Frisk	First Vice President
Ed Cooke	Secretary
Ron Warfield	Assistant Secretary
Larry Stefaniak	Treasurer

All members of the Board of Directors were present except Directors Cooke and Frisk.

Also present were Chris Richardson of Strawn & Richardson, P.C.; Josh Maas of M. Marlon Ivy & Associates, Inc.; Teague Harris of IDS Engineering; residents Leonard Schweinle and OJ Armstrong.

WHEREUPON, the meeting was called to order by the President and evidence was presented that public notice of the meeting was given in compliance with the law.

1. PUBLIC COMMENTS. There were no public comments at this time.

2. APPOINTMENT OF SUCCESSOR DIRECTOR. President Haupt informed the Board Carol Frisk has resigned. The Board discussed appointing OJ Armstrong as Director Frisk's successor. The Order Accepting the Resignation of a Director and Appointing a Successor was considered for approval, a copy of which is attached as Exhibit "A". It was noted

that OJ Armstrong was in all ways qualified to assume the position of director to fill the unexpired term of Director Carol Frisk. Mr. Armstrong executed the Statement of Appointed Officer and took the Oath of Office.

Following further discussion, it was moved by Director Stefaniak and seconded by Director Warfield to approve the appointment of as Director, and to approve the Order Accepting the Resignation of a Director and Appointing a Successor, which motion carried unanimously, 3-0.

The Board next considered election of officers and discussed appointing Director Armstrong as Second Vice President. Following further discussion, a motion was made by Director Stefaniak and seconded by Director Warfield to appoint Director Armstrong as Second Vice President, and to appoint Director Warfield as the First Vice President / Assistant Secretary, with the remaining Directors positions on the Board confirmed (Harry Haupt as President; Larry Stefaniak as Treasurer; Ed Cooke as Secretary), which motion carried unanimously, 3-0.

3. MINUTES OF MEETING. The next item to come before the Board of Directors was the review and approval of the minutes of the meeting of March 10, 2022. Following a discussion, it was moved by Director Stefaniak and seconded by Director Warfield that the minutes of the meeting of March 10, 2022 be approved, which motion carried unanimously, 4-0.

4. MANAGEMENT AND SECURITY REPORT. Director Haupt reviewed the incidents in the security report. He noted the Board had given approval for various repairs to the meeting facility. The Board discussed repairs to the Tomahawk Room and the bathroom.

5. OPERATOR'S REPORT. Josh Maas presented the monthly operations report for the month of February, a copy of which is attached as Exhibit "B". He reported the District has 647 water connections. He noted the Sewage Treatment Plant was compliant with its permit for the month, operating at 38% of capacity. Accountability for the water system was at 96.85%.

Josh Maas described a leaky fire hydrant which needed to be replaced; he stated several fire hydrants need to be tested and painted. The Board authorized testing of all hydrants. Mr. Maas discussed a possible administrative fee which could be added to the City of Houston Groundwater Reduction Plan Fee, which is due for an annual increase. Director Stefaniak noted the administration fee is not part of the Board's historic practice.

Following further discussion, it was moved by Director Warfield and seconded by Director Stefaniak that the operator's report be approved, which motion carried unanimously, 4-0.

6. REVIEW OF IDENTITY THEFT PREVENTION PROGRAM. Mr. Richardson informed the Board the District's Identity Theft Prevention Program requires annual reporting and review by the Plan Administrator, which is the District's operator. Mr. Richardson stated the operator indicated there are no changes needed. Mr. Richardson presented the Order Reviewing and Confirming Identity Theft Prevention Program for the Board's approval, a copy of which is attached as Exhibit "C".

Following further discussion, it was moved by Director Warfield and seconded by Director Armstrong that the Order Reviewing and Confirming Identity Theft Prevention Program be approved, which motion carried unanimously, 4-0.

7. REVIEW EMERGENCY PREPAREDNESS PLAN. Mr. Richardson presented for approval the Order Reviewing Emergency Preparedness Plan and Authorizing Submittal of Critical Load Information, a copy of which is attached as Exhibit "D". Mr. Richardson recommended the Board authorize the operator to update the critical load information with its electrical transmission and retail providers.

Following discussion by the Board it was moved by Director Warfield and seconded by Director Armstrong to approve the Order Reviewing Emergency Preparedness Plan and Authorizing Submittal of Critical Load Information, which motion passed, 4-0.

8. ENGINEER'S REPORT. Teague Harris presented the Engineer's Report, a copy of which is attached hereto as Exhibit "E". He discussed the Rehabilitation of the Sanitary Sewer System Phases 1B and 2. Mr. Harris presented Pay Applications #16 and #17 in the amounts of \$25,779.60 and \$9,955.82, respectively, both from T. Gray Utility, and he recommended payment.

Mr. Harris discussed the Eaglepoint Lift Station conversion to submersible pumps. He presented Pay Application #4 and Final in the amount of \$11,200 and recommended payment.

Mr. Harris next discussed the Eagle Point Lift Station Site boundary revisions, fence, and concrete driveway. He reported the permits for the project have been issued. Mr. Harris presented for approval of a Change Order from ISI Underground Utilities, LLC, in the amount of \$14,000 for paving of the driveway and the Lift Station within the fenced area, and recommended approval.

Mr. Harris discussed the Squaw Valley Area Culvert Installation. He reported ISI Underground has presented a price proposal of \$6491.28 for the water line adjustment, and he recommended approval.

Following further discussion, it was moved by Director Stefaniak and seconded by Director Warfield that the engineer's report be approved, along with the items presented and discussed, which motion carried unanimously, 4-0.

9. TAX ASSESSOR'S REPORT AND DELINQUENT TAX REPORT. Director Stefaniak reviewed the tax report for the month of March 2022, a copy of which is attached as Exhibit "F". The report reflected the District has collected 93.99% of its 2021 taxes and 98.18% of its 2020 taxes.

Following a discussion, it was moved by Director Warfield and seconded by Director Armstrong that the report be approved, along with the checks on the tax account, which motion carried unanimously, 4-0.

10. TREASURER'S REPORT. Director Stefaniak presented the report, a copy of which is attached as Exhibit "C". The Board reviewed the checks, investments, and financial statements. Director Haupt reviewed the profit and loss statement, the balance sheet and the general ledger for the general fund, the debt service fund and the capital projects fund.

Following further discussion, it was moved by Director Warfield and seconded by Director Armstrong that the Treasurer's report, and those checks as listed thereon be approved, which motion passed unanimously, 4-0.

11. ADJOURNMENT/ OTHER BUSINESS. There being no further business, a motion was made, seconded, and unanimously carried, that the meeting be adjourned.

PASSED, ADOPTED and APPROVED this 12th day of May, 2022.


Secretary

