

MINUTES OF REGULAR MEETING OF
SAN LEON MUNICIPAL UTILITY DISTRICT

THE STATE OF TEXAS §
 §
COUNTY OF GALVESTON §

The Board of Directors of the San Leon Municipal Utility District met in regular session, open to the public, on Wednesday, July 17, 2019, at 6:30 p.m. at the District's regular meeting place at the San Leon Volunteer Fire Department 337 12th Street, San Leon, Texas. Constituting a quorum, the following members of the Board were present, to-wit:

Joe Manchaca, President	Tyson Kennedy, Vice President
Kenneth Bishop, Treasurer	Kelly Neason, Asst. Secretary
Keith Gossett, Secretary	

Also present were Janice Hoffman, Office Manager, Ken Keller, Field Superintendent, Andrew Miller, District Manager, Steve Don Carlos, District's Attorney, Hal Walker, District's Engineer and Perry Larvin, Security.

Call Meeting to Order:

Meeting called to order at 6:30 pm.

Comments from District Residents:

There were no comments from District residents.

Web Services Presentation by Off Cinco:

Treacy Ware with Off Cinco (Shannon Waugh is the owner) presented and discussed a web site proposal to the Board. There was much discussion regarding Off Cinco's web site proposal. Nothing was approved, presentation only.

Approve the Minutes of the Regular Meeting for June 19, 2019;

Keith Gossett made the motion to approve the Minutes of the Regular Meeting for June 19, 2019, seconded by Ken Bishop. All in favor, motion carried unanimously.

Consider and Approve the Engineer's Report and Pay Est. No. 1 and No. 2, from C. F. McDonald Electric Inc.;

Hal Walker presented the Engineer's Report and Pay Est. No. 1 and No. 2, from C. F. McDonald Electric Inc. to the Board. WWTP Expansion; still looking into doing some updates and waiting on the electrical design. Pay Est. No. 1 in the amount of \$18,000 and No. 2 in the amount of \$106,272.90 for the generator and controls at the WWTP and recommends payment to McDonald Electric. The Bond report is complete and will be a 45-day review. Utility Master Plan Update is on hold due to priority to other San Leon projects, but Costello will begin the evaluation shortly. Ken Bishop made the motion to approve the Engineer's Report and Pay Est. No. 1 and No. 2, from C. F. McDonald Electric Inc., seconded by Tyson Kennedy. All in favor, motion carried unanimously.

Consider and Approve the Field Superintendent's Report;

Ken Keller presented the Field Superintendent's Report to the Board. Received a lot of water from GCWA. The crew repaired several big leaks and fires. We should receive a considerable drop in water usage. Twenty-one (21) water and sewer taps were installed. Kelly Neason made the motion to approve the Field Superintendent's Report, seconded by Keith Gossett. All in favor, motion carried unanimously.

District Manager's Report:

No current updates on GCWA or Harris/Galveston Subsidence District. The District did get parts of the emergency radios in this week and still waiting on the actual radios. Galveston County Heavy trash days and said it was their largest one yet. Working with the county with the grant department regarding potential grant opportunities for the District. Received a letter from TCEQ regarding the fire department fees that have been approved by the Board a previous meeting and will be effective September 2019 billing. The Fire Department fees will increase to; residential/residential multi, \$8.00 to \$10.00; commercial, \$8.00 to a base rate of \$20.00; commercial multi, \$5.00 per occupied space.

Meeting with Dickinson's District Manager regarding operations and efficiencies. The Elevated Storage Tank MCC project is finally completed and it is potentially under budget, so will keep in communication with the GLO and the county to see if we can access those funds. Update on iTrackers; working with K. Keller on the next area of implementation. The Shell development on FM 517 is still going on. On the collection rehabs replacements; after discussing with K. Keller, now that the WWTP expansion is going into effect, we feel that TCEQ is not going to be looking at our flows. We will be doing replacements instead of point repairs. Consultant meeting during the month with the District's engineer and attorney. Discussion regarding Payscale and Salary.com. Look into an electronic sign for the District for notifications. Professional development opportunities for District employees. Community engagements; finished up the sewer main project in the 2300 block of Ave H; several CCR questions asking if the water was safe to drink; in the Seabreeze and the Eagle Point, the District had an article regarding the customer's shutoff valves. Had the town hall meeting July 16th, mostly regarding hurricane planning and there were about fifty (50) people in attendance. As far as the taps this month, there were twenty-three (23) taps requested, fifteen (15) were available and eight (8) were unavailable and quoted for line improvements. There also were two (2) requested for five (5) acre developments for thirty (30) to fifty (50) homes. There were only two (2) collection accounts. Will be meeting next month with Harris County WICD #36 regarding grant proposals.

Review and Approve new Rates for Fire Protection:

Received a letter dating July 8, 2019 from TCEQ approving an amendment to the fire protection plan for San Leon Municipal Utility District. Approved by the Board on September 19, 2018 regular meeting.

Consider and Approve the Office Manager's Report:

Janice Hoffman presented the Office Manager's Report to the Board. Ken Bishop made the motion to approve the Office Manager's Report; seconded by Tyson Kennedy. All in favor, motion carried unanimously.

Consider and Approve 2nd Quarter Investment Report Ending June 30, 2019:

Ken Bishop presented the 2nd Quarter Investment Report Ending June 30, 2019 to the Board. Tyson Kennedy made the motion to approve the Office Manager's Report; seconded by Kelly Neason. All in favor, motion carried unanimously.

Discuss and Follow up on Outstanding Issues:

There were no outstanding issues.

Director's Report:

There were no Directors Reports.

Recess into Executive Session Pursuant to Section 551.0711551.072 and 551.074 of the Texas Government Code:

Recess into Executive Session at 7:20 p. m.

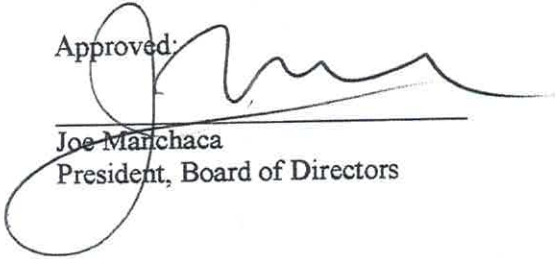
Return to Regular Session and Act on Matters Discussed in Executive Session:

Returned to Regular Session at 7:34 pm and acted on matters discussed in Executive Session. There were discussions regarding two (2) employee's annual appraisals in Executive Session and the Board agreed on what was discussed. There was nothing approved, discussions only.

Adjourn Meeting:

Kelly Neason made the motion to adjourn the meeting at 7:34 pm, seconded by Keith Gossett. All in favor, motion carried unanimously.

Approved:


Joe Marchaca
President, Board of Directors

Attest:


Keith Gossett
Secretary, Board of Directors