

SAN LEON MUNICIPAL UTILITY DISTRICT
443 24TH STREET
SAN LEON, TEXAS 77539

Regular Meeting

Notice is hereby given of the Regular Meeting of the Board of Directors of the San Leon Municipal Utility District at 6:30 p.m., Wednesday, July 15, 2020 via Teleconference (to join please call 346-248-7799 Meeting ID#87604270472 PIN: 44324) for the purpose of Discuss/Consideration and Act/Approval upon the following matters:

- * Call Meeting to Order;
- * Open bid packets from competitive sealed bid for miscellaneous infrastructure repair and maintenance projects as needed;
- * Public Comments (3 minute limit);
- * Discuss and adopt new meeting date;
- * Approve the Minutes of the Regular Meeting June 17, 2020;
- * Consider and approve the Engineer's Report;
- * Consider and approve the Field Superintendent's Report;
- * Consider and approve the Office Manager's Report;
- * Consider and approve Second Quarter Investment Report Ending June 30, 2020;
- * Discuss and approve reallocation of funds from 2017 and 2019 Bonds;
- * Discuss and award contract for grant administration pursuant to RFP;
- * District Manager's Report;
- * Discuss and Follow up on Outstanding Issues;
- * Director's Report;
- * Recess into Executive Session pursuant to Section 551.071, 551.072 and 551.074 of the Texas Government Code regarding;
 - a. Consultation with the District's Attorney;
 - b. Personnel Matters;
 - c. Discuss Pending or Threatened Litigation;
- * Return to Regular Session and Act on Matters Discussed in Executive Session;
- * Adjourn Meeting;

Janice Hoffman

Prepared by: Janice Hoffman, Office Manager

Filing Date: 07/09/2020 8:24AM

I hereby certify that this instrument was FILED on the date and time stamped hereon and RECORDED in the OFFICIAL PUBLIC RECORDS of Galveston County, Texas.



Dwight D. Sullivan

Dwight D. Sullivan, County Clerk
Galveston County, Texas

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, June 17, 2020, at 6:30 p.m. at the District's regular meeting place, San Leon Municipal Utility District Office at 443 24th Street, San Leon, Texas. Constituting a quorum, the following members of the Board were present, to-wit:

Board Members Present: Joe Manchaca, President, Kenneth Bishop, Treasurer, Kelly Neason, Asst. Secretary and Keith Gossett, Secretary

Also present: Janice Hoffman, Office Manager, Andrew Miller, District Manager, Steve DonCarlos, District's Attorney, Hal Walker, District's Engineer, Josh Rambo, District's Auditor and John Blackwell, Security

Not Present: Tyson Kennedy, Vice President and Ken Keller, Field Superintendent

Call Meeting to Order:

Meeting called to order at 6:30 pm.

Public Comments:

John Wade stated that the District has a beautiful new facility, why the meeting is here and not at the VFD. J. Manchaca said with all that is going on due to possible testing positive with the COVID they need to shut the VFD down for any meeting to prevent potential spread to first responders. John Wade asked about the executive session issues and open records requested and the cost to the District. J. Manchaca said as of right now there is no cost to the District. David Jetelina made statements that himself and others were denied to make public comments during to May 20th telemeeting, the 2019 Bond for the WWTP expansion, his request to view the Bond Engineering Report, the miscalculation of the contracted bids for the WWTP expansion and questioned the engineer if he had passed the ethics portion of the engineer's license. There were discussions regarding the bids on the WWTP expansion. There was a discussion regarding a criminal complaint filed against the District. Ron Wroblewski discussed information regarding the CDBG Grants. Gene Shaner discussed the tax rates for the District. There were discussions regarding the moratorium, the WWTP Expansion Project and the water accountability.

Discuss and Engage Auditors for Fiscal Year Ending June 30, 2020:

Josh Rambo, District's Auditor, presented the engagement letter to the Board. The cost will be about \$22,000 to \$24,000 the same as last year. Ken Bishop made the motion to approve to engage McCall Gibson Swedlund Barfoot PLLC for the Districts Audit for Fiscal Year Ending June 30, 2020, seconded by Kelly Neason. All in favor, motion carried unanimously.

Consider and Approve Commercial Development at 421 12th St. Eduardo Nunez:

Tabled

Consider and approve commercial development at 18th Street Pier for Lisa Halili;

Lisa Halili was not present at this meeting; Joe Manchaca started the discussion regarding the development and stated that it is being converted into a four (4) unit condo/apartments under one roof. Lisa Halili came to Ken Keller and Andrew Miller and asked if they could start renovation and was instructed they could, but at this point, they would have to get approval for the connections from the Board. There were discussions regarding the previous usage and development. Kelly Neason made the motion to approve of the commercial development at 18th Street Pier for Lisa Halili, seconded by Keith Gossett. All in favor, motion carried unanimously.

Consider and Approve Commercial Development at 2387 FM 517 for Joshua Walker;

Joshua Walker stated that he is planning to do individual mobile home rentals and will most likely be doing them one at a time. J. Manchaca said to make sure you get with the county on your elevations and to let them know what you are doing, then you can come back and talk with the Board.

Consider and Approve Development at 640 18th Street for Karen Westrup;

Tabled

Consider and Approve the Minutes of the Regular Meeting for May 20, 2020 and the Special Meeting Minutes for May 29, 2020;

Kelly Neason made the motion to approve of the Minutes of the Regular Meeting for May 20, 2020 and the Special Meeting Minutes for May 29, 2020, seconded by Ken Bishop. All in favor, motion carried unanimously.

Consider and Approve the Engineer's Report and award contract for the WWTP Expansion Project;

Hal Walker presented the Engineer's Report and the letter representing a summary of contract bid results to the Board. WWTP Expansion; the project did advertise on March 5th and 12th in the Galveston Daily News. The prebid meeting was scheduled to follow but was postponed because of the limitations due to the COVID virus. The new prebid date was on May 14th. The bids came in, publicly opened them and read them at 2:00 pm on June 4th. Costello prepared a bid tab and letter of review for the Board consideration. Utility Master Plan Update (May's Report); Costello's engineer created a computer model for the water system and ran several scenarios. We have not discussed the results. Engineers review of bids; the letter is broken down into the bid results on what the base bid was, supplemental items, award contract, the funding and the analysis of the bid. There were about eleven (11) general contractors or more who attended the pre-bid and four (4) submitted bids and the four (4) are listed in the letter. H. Walker discussed the bids and the reason why the bids came in so low. Ken Bishop made the motion to approve the Engineer's Report and to award the contract for the WWTP Expansion Project to LEM Construction, seconded by Keith Gossett. All in favor, motion carried unanimously.

Consider and Approve the Field Superintendent's Report and the Office Manager's Report;

Keith Gossett made the motion to approve of the Field Superintendent's and the Office Manager's Report, seconded by Ken Bishop. All in favor, motion carried unanimously.

Discuss and approve hiring Zende Del & Associates, PLLC to represent District as needed;

Kelly Neason made the motion to approve hiring Zende Del & Associates to represent the District regarding the criminal complaint filed against them, seconded by Ken Bishop. All in favor, motion carried unanimously.

Discuss and Approve the 2020/2021 Budget;

Keith Gossett made the motion to approve of the 2020/2021 Budget, seconded by Kelly Neason. All in favor, motion carried unanimously.

District Manager's Report:

Texas General Land Office; in the process of the RFP for a grant administrator to deal with the CBDG mitigation grant and we are expecting a response by July 1st. GCWA had their annual budget meeting last Tuesday; they're showing a 2% decrease in cost. Accountability; a resident reported to the District an area with an 8" main break that was draining into the ditch and repairs were done. Received a couple of calls regarding the RFP and CSB. The District had cyber training and all have completed. Continuing work with CivicPlus on the web redesign, the example is attached to the report. Public Information Act request; eight (8) completed this month representing about one hundred and fifty (150) different documents and sixteen (16) outstanding. Taps; twenty-eight (28) requested, twenty-four (24) okay, four (4) were unavailable and two (2) were quoted for line improvements.

Discuss and Follow up on Outstanding Issues:

There were no outstanding issues.

Director's Report:

There were no Directors Reports.

Executive Session Pursuant to Section 551.071/551.072/551.074 of the Texas Government Code:

There was no Executive Session.

Adjourn Meeting:

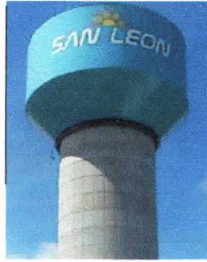
Kelly Neason made the motion to adjourn the meeting at 8:23 pm, seconded by Ken Bishop. All in favor, motion carried unanimously.

Approved:

Attest:

Joe Manchaca
President, Board of Directors

Keith Gossett
Secretary, Board of Directors



SAN LEON MUNICIPAL UTILITY DISTRICT

ENGINEER'S REPORT FOR JULY 15, 2020

CI Project NO. 2018145-000-DS
Prepared on 07/08/2020

This report provides the District with current information regarding updates, progress, or documentation on the projects below as authorized by the District.

1) WWTP EXPANSION DESIGN

Contracts have been executed by both LEM Construction and The District. A Pre-construction Conference has been tentatively scheduled for July 21st to establish schedules and pay applications, coordinate tasks, discuss plans and expectations among all parties, review Contractor's and Owner's responsibilities.

2) UTILITY MASTER PLAN UPDATE

No activity this month.

Prepared by:

Harry B. "Hal" Walker, P.E.

Senior Project Manager

TBPE Firm Registration No. 280

A handwritten signature in blue ink that reads "Harry B. Walker". The signature is written over a horizontal line.

San Leon Municipal Utility District

Operations Report for JUN 2020

Water Plant
GCWA Received: 21,059.0000.
Pumped into system: 20,131.000
Billed Meters: N/A
Leaks/Flushing: 300,000
Active meters: 2906
9 bacteriological samples taken and tested (8 distribution, 1 well); all results were good, No coliform organisms found

Wastewater Treatment Plant			
	<u>Permitted</u>	<u>Actual</u>	
Flow	<0.95 MGD	MGD	
BOD	158 lbs/day	lbs/day	
TSS	158 lbs/day	lbs/day	
DO	2.0 mg/L	mg/L	
CL ²	1.0 min - 4.0 max	min	max
Total flow:		gallons	
Daily average flow:		MGD	
Average solids level:		mg/L	
Sludge hauled:		Yards	
Total rainfall:		inches	
<i>MGD: Million gallons per day mg/L: Milligrams per liter</i>			

Distribution & Collection			
<u>Taps, Inspections, & Extension</u>		<u>Service Orders April 16th – May 20 2020</u>	
Water Taps: 13	Water Taps YTD: 95	Connects: 1	Ken 0
Sewer Taps: 13	Sewer Taps YTD: 95	Disconnects 14	Andrew 1
Line extensions: 1	Extensions YTD: 5	Meter Change out: 0	Randy 47
<u>Account Activity</u>		Pool Fills: 12	Mack 21
Active Accounts: 2,906		Reconnects 1	Anthony 15
Taps & Payments: 13 taps, \$19,500 collected		After Hours 3	Leo 48
Inspections & Fees: 9 insp \$690 collected		Re- Read 1	Other 4
Capacity Fee: n/a		Locate and Mark 5	
Lock-off for non-payment: 47 accounts		Vacation Account 1	
Locked-off accounts paid: 26 accounts		Hydrant Maint. All the fire hydrants were flow tested by Hydrant.com	
Pulled meters & fees: 0 pulled, \$0 collected			

SERVICE ORDERS MAY 21 - JUNE 17, 2020

KEN	0
ANDREW	1
LEO	48
RANDY	47
MACK	21
ANTHONY	15
OTHER	7
TAPS	2
LINE EXTENSION	0
CONNECTS	29
DISCONNECTS	14
OCCUPANT CHANGES	19
POOL FILLS	12
RECONNECTS	1
AFTER HOURS	3
RE-READ	1
LOCATE & MARK TAPS	5
VACATION ACCOUNT	1
HYDRANT MAINT.	0

TOTAL: 226

CUSTOMER COMPLAINTS / SERVICE:

2422 RUE DE LAFITTE	CHECK FOR LEAK
127 16TH. ST.	LOW WATER PRESSURE
707 AVE. K	HOUSE VALVE WAS OFF
2415 AVE A	TURN OFF WATER, LEAK - AFTER HOURS
805 13TH. ST.	CHECK FOR LEAK
401 3RD. ST.	CHECK FOR LEAK
1547 JOHN	CHECK FOR LEAK
1407 BROADWAY	CHECK FOR MAIN LEAK
261 26TH.ST.	CHECK FOR LEAK / TEMP. TURN OFF FOR REPAIRS
1562 RAILROAD	REPLACE CURBSTOP
427 9TH. ST.	REPLACE CURBSTOP
318 21ST. ST.	TEMP. TURN OFF FOR REPAIRS
1018 AVE. N	SEWER BACK-UP
1024 STAR	SERVICE LINE REPAIR - AFTER HOURS
214 7TH. ST. UNIT B	TEMP. TURN OFF FOR REPAIR
1016 10TH. ST.	MOVE METER
431 4TH. ST.	TEMP. TURN OFF FOR REPAIRS
2680 AVE. J	SEWER BACK-UP

PROFILED METERS:

1126 3K'S
2422 RUE DE LAFITTE

SERVICE ORDERS MAY 21 - JUNE 17, 2020

MAIN REPAIRS:

133 17TH. ST. REPAIR LEAK ON MAIN - CORNER OF BAYSHORE AND 17TH. ST.
2241 E. BAYSHORE REPAIR LEAK ON MAIN - 23RD. ST. AND BAYSHORE

VIOLATIONS:

810 10TH. ST. CHECK FOR VIOLATION
602 AVE. I THEFT OF SERVICES

METER INSTALLATION / TAPS:

221 16TH. ST. INSTALL NEW METER
322 21ST. INSTALL NEW METER
2410 RUE DE LAFITTE INSTALL NEW METER
614 15TH. ST. INSTALL NEW METER
2888 AVE. H INSTALL NEW METER
623 29TH. ST. INSTALL NEW METER
230 19TH. ST. RE-INSTALL TAPS
1102 7TH. ST. INSTALL NEW METER
2867 BROADWAY TAPS
2850 AVE. H TAPS
625 16TH. ST. TAPS
614 15TH. ST. TAPS

PULL METER:

LINE EXTENSIONS:

PLUMBING INSPECTIONS:

614 15TH. ST. SERVICE LINE
214 7TH. ST. UNIT B LEAK REPAIR
2888 AVE. H SERVICE LINE
618 15TH. ST. SERVICE LINE
623 29TH. ST. CONNECTION / SHUT-OFF VALVE
1102 7TH. ST. SERVICE LINE
1016 10TH. ST. SERVICE LINE
221 16TH. ST. RV CONNECTION
735 12TH. ST. CONNECTION TO METER
223 6TH. ST. FINAL
2724 AVE. D #5 GROUND INSPECTION
2724 AVE. D #6 GROUND INSPECTION
322 21ST. ST. SERVICE LINE / ROUGH IN
622 10TH. ST. SERVICE LINE / RV CONNECTION
1463 JOHN RV CONNECTION

SAN LEON MUNICIPAL UTILITY DISTRICT
MONTHLY ACTIVITY REPORT
FOR THE MONTH OF JUNE 2020

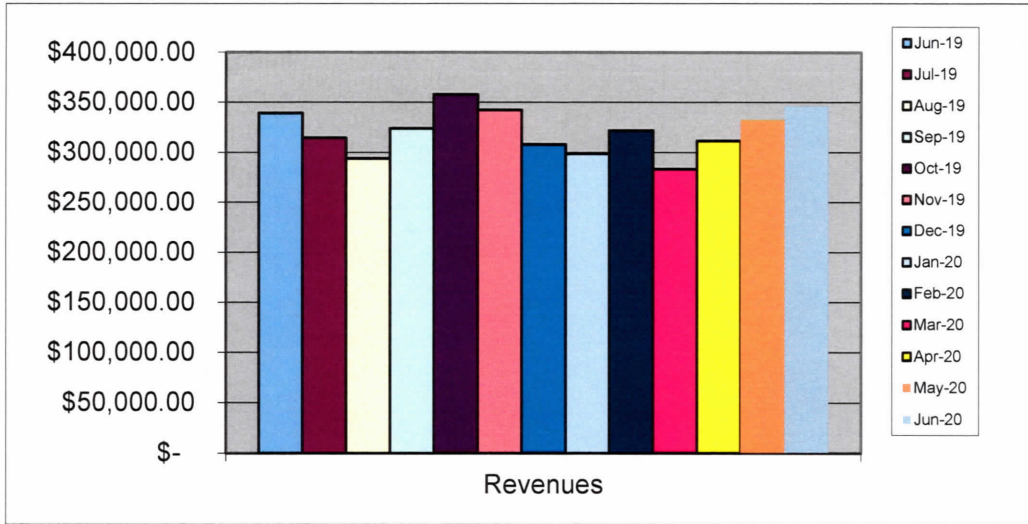
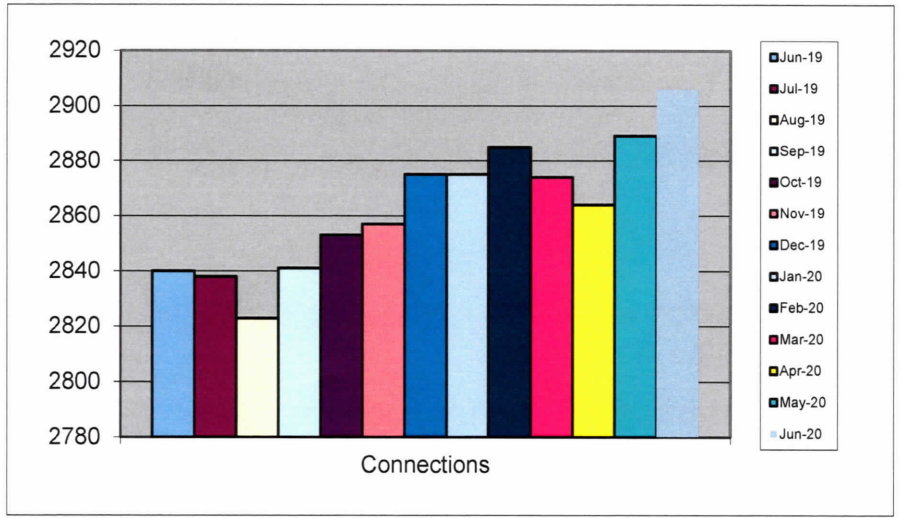
A/R ACTIVITY

# OF ACTIVE ACCOUNTS.....	2906
TAP PAYMENTS	13/\$19,500
INSPECTION FEE.....	9/ \$690
LINE EXTENSION.....	1/\$11,500

DELINQUENT ACCOUNTS

LOCK-OFFS FOR NON-PAY	47
LOCK-OFFS PAID.....	26
PULL METER/SVC TAMP. FEES	

	Revenues	Connections
Jun-19	\$ 339,252.65	2840
Jul-19	\$ 314,432.55	2838
Aug-19	\$ 294,033.74	2823
Sep-19	\$ 324,173.02	2841
Oct-19	\$ 357,829.74	2853
Nov-19	\$ 342,292.02	2857
Dec-19	\$ 307,936.11	2875
Jan-20	\$ 298,832.99	2875
Feb-20	\$ 321,833.38	2885
Mar-20	\$ 283,229.49	2874
Apr-20	\$ 311,463.52	2864
May-20	\$ 332,375.31	2889
Jun-20	\$ 346,209.62	2906



June 2020

GENERAL OPER FUND	TP OP	TEX 1ST OP	TFB OP ACCRU	TEX 1ST P/R	TOTALS
BEGINNING GL BALANCE	\$ 1,349,344.83	\$ 412,532.05	\$ 1,001.04	\$ 28,640.75	\$ 1,791,518.67
REVENUES					
DEPOSIT RECEIPTS	\$ -	\$ 349,102.32	\$ -	\$ -	\$ 349,102.32
INTEREST	\$ 240.04	\$ 49.89	\$ 0.08	\$ 2.42	\$ 292.43
M/O TAX DEPOSITS	\$ -	\$ 19,525.34	\$ -	\$ -	\$ 19,525.34
BANK CHR G ERROR	\$ -	\$ 306.90	\$ 15.00	\$ -	\$ 321.90
VOID CK	\$ -	\$ -	\$ -	\$ 138.53	\$ 138.53
PR TRANSFER	\$ -	\$ -	\$ -	\$ 50,920.55	\$ 50,920.55
	\$ 1,349,584.87	\$ 781,516.50	\$ 1,016.12	\$ 79,702.25	\$ 2,211,819.74
EXPENSES					
PAYROLL ENTRIES	\$ -	\$ -	\$ -	\$ (51,059.08)	\$ (51,059.08)
PR ADJUSTMENT	\$ -	\$ -	\$ -	\$ (1,426.17)	\$ (1,426.17)
ACCTS PAYABLE	\$ -	\$ (459,102.11)	\$ -	\$ -	\$ (459,102.11)
TRANSFERS PAYROLL	\$ -	\$ (50,920.55)	\$ -	\$ -	\$ (50,920.55)
RET CKS	\$ -	\$ (189.84)	\$ -	\$ -	\$ (189.84)
MERCH CHR G	\$ -	\$ (1,211.16)	\$ -	\$ -	\$ (1,211.16)
ENDING GL BALANCE	\$ 1,349,584.87	\$ 270,092.84	\$ 1,016.12	\$ 27,217.00	\$ 1,647,910.83
OUTSTANDING CKS	\$ -	\$ 90,531.64	\$ -	\$ 1,246.71	\$ 91,778.35
DEPOSIT IN TRANSIT	\$ -	\$ (29,906.12)	\$ -	\$ -	\$ (29,906.12)
ENDING BANK BALANCE	\$ 1,349,584.87	\$ 330,718.36	\$ 1,016.12	\$ 28,463.71	\$ 1,709,783.06
CUSTOMER DEP FUND					
	TP DEP	TEX 1ST DEP	TOTALS		
BEGINNING GL BALANCE	\$ 228,503.58	\$ 170,412.58	\$ 398,916.16		
REVENUES					
DEPOSIT RECEIPTS	\$ -	\$ 4,100.00	\$ 4,100.00		
INTEREST	\$ 40.67	\$ 21.39	\$ 62.06		
	\$ 228,544.25	\$ 174,533.97	\$ 403,078.22		
EXPENSES					
FINAL REFUNDS	\$ -	\$ (2,900.00)	\$ (2,900.00)		
BANK CHR G	\$ -	\$ (24.90)	\$ (24.90)		
ENDING GL BALANCE	\$ 228,544.25	\$ 171,609.07	\$ 400,153.32		
OUTSTANDING CKS	\$ -	\$ 2,105.47	\$ 2,105.47		
ENDING BANK BALANCE	\$ 228,544.25	\$ 173,714.54	\$ 402,258.79		
DEBT SERVICE FUND					
	TP TAX	TS D/S	TEX 1ST D/S	TOTALS	
BEGINNING GL BALANCE	\$ 2,237,628.01	\$ 258,750.28	\$ 255,082.39	\$ 2,751,460.68	
REVENUES					
INTEREST	\$ 398.06	\$ 41.98	\$ 35.03	\$ 475.07	
D/S TAX DEPOSITS	\$ -	\$ -	\$ 44,194.58	\$ 44,194.58	
	\$ 2,238,026.07	\$ 258,792.26	\$ 299,312.00	\$ 2,796,130.33	
EXPENSES					
2019 BOND INT PYMT	\$ -	\$ -	\$ -	\$ -	
2017 BOND INT PYMT	\$ -	\$ -	\$ -	\$ -	
2013 BOND INT PYMT	\$ -	\$ -	\$ -	\$ -	
2012 BOND INT PYMT	\$ -	\$ -	\$ -	\$ -	
ENDING GL BALANCE	\$ 2,238,026.07	\$ 258,792.26	\$ 299,312.00	\$ 2,796,130.33	
OUTSTANDING CKS	\$ -	\$ -	\$ -	\$ -	
ENDING BANK BALANCE	\$ 2,238,026.07	\$ 258,792.26	\$ 299,312.00	\$ 2,796,130.33	
BOND 2017 FUNDS					
	TS BOND 2017	TEX 1ST 2017 BOND	TOTALS		
BEGINNING GL BALANCE	\$ 312,770.05	\$ 551,647.46	\$ 864,417.51		
REVENUES					
INTEREST	\$ 50.76	\$ 68.01	\$ 118.77		
	\$ 312,820.81	\$ 551,715.47	\$ 864,536.28		
EXPENSES					
PAYABLES	\$ -	\$ -	\$ -		
ENDING GL BALANCE	\$ 312,820.81	\$ 551,715.47	\$ 864,536.28		
OUTSTANDING CKS	\$ -	\$ -	\$ -		
ENDING BANK BALANCE	\$ 312,820.81	\$ 551,715.47	\$ 864,536.28		
BOND 2019 FUNDS					
	TS BOND 2019	TEX 1ST 2019 BOND	TOTALS		
BEGINNING GL BALANCE	\$ 19,746,189.95	\$ 643,161.80	\$ 20,389,351.75		
REVENUES					
INTEREST	\$ 3,203.96	\$ 79.29	\$ 3,283.25		
	\$ 19,749,393.91	\$ 643,241.09	\$ 20,392,635.00		
EXPENSES					
PAYABLES	\$ -	\$ (63,194.57)	\$ (63,194.57)		
ENDING GL BALANCE	\$ 19,749,393.91	\$ 580,046.52	\$ 20,329,440.43		
OUTSTANDING CKS	\$ -	\$ 63,194.57	\$ 63,194.57		
ENDING BANK BALANCE	\$ 19,749,393.91	\$ 643,241.09	\$ 20,392,635.00		
	G/L BALANCE	BANK BALANCE			
GENERAL OPER FUND	\$ 1,647,910.83	\$ 1,709,783.06			
CUSTOMER DEP FUND	\$ 400,153.32	\$ 402,258.79			
DEBT SERVICE FUND	\$ 2,796,130.33	\$ 2,796,130.33			
BOND 2017	\$ 864,536.28	\$ 864,536.28			
BOND 2019	\$ 20,329,440.43	\$ 20,392,635.00			
TOTALS	\$ 26,038,171.19	\$ 26,165,343.46			

SAN LEON MUD
Income Statement
For the Twelve Months Ending June 30, 2020

	Current Month	Year to Date
Revenues		
Water Tap Fees	\$ 13,500.00	\$ 126,000.00
Sewer Tap Fees	10,500.00	115,500.00
Penalty	3,373.40	26,189.03
Inspection Fees	915.00	9,390.00
Water Service	120,379.40	1,404,155.95
Sewer Service	91,992.44	1,067,715.20
Reconnection Fees	125.00	7,500.00
Return Check/T-Tech Fees	0.00	870.00
Line Extenions	11,500.00	82,150.00
Meter Tampering Fee	0.00	75.00
Vacation Fee	40.00	60.00
Misc Income (see attached)	2,892.70	100,876.84
Interest/Dividend Income	354.49	23,996.57
Maint. & Operat. Tax	19,525.34	724,107.91
Street Light Revenue	10,969.95	127,208.20
VFD Revenue	32,081.10	355,110.45
Trash/Garbage	49,794.87	557,893.58
Reimbursement	\$ -	\$ 155,880.10
	367,943.69	4,884,678.83

Expenses		
Salaries	51,751.04	695,180.64
Alliance Payroll Serv.	204.15	2,958.35
Payroll Tax Expense	5,152.34	53,126.04
Employee Pension Expense	1,302.32	17,252.02
State Unemployment Taxes	0.00	247.75
Auditing Fees	0.00	24,500.00
Bank/Global/TTech Charges	914.16	12,892.24
Auto & Vehicle Expense	1,097.52	4,795.65
Equipment Expense	5,755.73	43,838.55
Chemicals Expense	1,333.50	21,536.04
Pest Control	94.00	1,120.00
Computer Expenses	1,370.83	35,099.27
Conferences & Seminars	0.00	2,850.00
Dues & Subscriptions	664.64	1,689.64
Annual Support Serv Agreements	0.00	6,693.40
Education Courses/Materia	240.00	5,455.00
Insurance	0.00	79,310.00
Life/Dental/LTD/STD Ins.	1,265.68	16,017.76
Group Insurance - Health	15,283.71	186,317.75
Laboratory Fees	1,096.92	15,253.98
Filing/Posting Agendas/Notices	46.00	365.00
Advertised Legal Notices	2,413.70	12,457.10
Laboratory Equip./Supplies	0.00	7,394.57
License Expense	222.00	555.00
Permits	0.00	46.20
Mileage/Lodging Exp	54.98	4,633.35

SAN LEON MUD

Income Statement

For the Twelve Months Ending June 30, 2020

Misc Expense	0.00	12,102.19
Fuel & Lube	0.00	7,366.15
Small Hand Tools/Tools	108.96	6,075.41
Office Supplies	779.53	16,762.46
Printing	1,640.00	12,842.00
Postage	1,613.64	18,593.50
Shipping/Handling Expense	23.27	3,005.68
Security System Monitoring	45.00	916.04
Legal Fees	1,750.00	21,782.76
Engineering Fees	12,044.58	147,098.31
Rentals and Leases	176.89	11,733.30
Social Security Assessment Fee	0.00	35.00
Water Line Ext.	10,000.00	53,120.00
Sewer Line Ext.	13,000.00	50,145.20
Director Per Diems	415.56	9,174.33
WTP - Repair/Expense	59,960.03	86,473.49
WWTP - Repair/Expense	10,239.29	39,593.43
Repair & Maintenance-Water	4,376.91	128,861.16
Repair & Maintenance-Sewer	36,303.53	114,988.72
Sludge System Expenses	0.00	134,356.76
Safety Equip/Supplies/Training	111.19	4,266.19
Contracted Services	111,266.00	1,150,587.92
Inflow & Infiltration	4,500.00	14,850.00
Water - Tap Exp	6,000.00	80,000.00
Sewer - Tap Exp	6,000.00	74,049.98
Consumable Supplies & Material	328.59	2,608.91
Testing (Employee Drug)	0.00	53.00
Telephone	1,159.99	13,582.21
Mobile/Comm Exp	219.91	10,357.35
Tax Collection Expense	0.00	12,727.87
Uniform Expense	893.03	11,015.72
Street Light Expense	5,214.33	76,322.92
Security/Locks @ Entryways	100.00	22,978.21
Waste Disposal	50,902.50	556,128.55
Utilities	8,075.43	116,283.00
TCEQ Permit	0.00	13,768.98
Water Assess. Fee	0.00	12,412.57
Lawn Service	0.00	14,150.00
VFD Expense	31,091.00	354,122.00
GCWA - Dist Sys - Cap - North	1,927.88	23,035.26
GCWA - Dist Sys - Cap - Bayshr	1,280.34	15,379.68
GCWA - Capital Charge	10,082.36	119,536.50
GCWA - Raw Water Charge	17,614.69	210,282.69
GCWA - Operating Budget	13,769.41	164,560.50

Total Expenses	513,277.06	5,199,671.20
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Net Income	(\$ 145,333.37)	(\$ 314,992.37)
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SAN LEON MUD**General Ledger****For the Period From Jun 1, 2020 to Jun 30, 2020**

Filter Criteria includes: 1) IDs from 34510 to 34510. Report order is by ID. Report is printed with shortened descriptions and in Detail Format.

Accou Accou	Date	Refer	Jrn	Trans Description	Debit	Credit Amt	Balance
34510	6/1/20			Beginning Balance			-97,984.1
Misc In	6/2/20	JUN	CR	MISC. INCOME - CINTA REFUND FOR HAND SANITIZER		404.95	
	6/12/2	JUN	CR	MISC. INCOME - MAY 2020 FINALS APPLIED		1,960.76	
	6/18/2	JUN	CR	MISC. INCOME - AWBD GOLF TOURNEY REFUND		190.00	
	6/19/2	JUN	CR	MISC. INCOME - UNCOLLECTED FUNDS HEATHER SEPE		336.99	
				Current Period Change		2,892.70	-2,892.70
	6/30/2			Ending Balance			-100,876.

SAN LEON MUD
General Ledger

For the Period From Jun 1, 2020 to Jun 30, 2020

Filter Criteria includes: 1) IDs from 63700 to 63700. Report order is by ID. Report is printed with shortened descriptions and in Detail Format.

Accou	Date	Refer	Jrn	Trans Description	Debit Amt	Cr	Balance
63700	6/1/20			Beginning Balance			1,039,321.92
Contra	6/2/20	0753	PJ	WATER, SEWER REPAIR & MORE - 5/26/20 FIRE HYDR 16TH BTWN AVE E & D	9,000.00		
	6/2/20	0754	PJ	WATER, SEWER REPAIR & MORE - 5/22/20 MANHOLE RPR TENNYSON&AVE D	3,000.00		
	6/2/20	0755	PJ	WATER, SEWER REPAIR & MORE - 5/25/20 MANHOLE FM 517&16TH	3,300.00		
	6/2/20	665	PJ	R. S. SMOKE TEST & MULTI SERVI - 5/19/20 EMER SWR BACKUP@2680 FM 51	2,100.00		
	6/2/20	667	PJ	R. S. SMOKE TEST & MULTI SERVI - 5/22/20 SWR JETTING @2680 FM 517	825.00		
	6/12/2	649	PJ	R. S. SMOKE TEST & MULTI SERVI - 5/5/20 SWR JETTING K6 TO 1-K6S	1,450.00		
	6/12/2	636	PJ	R. S. SMOKE TEST & MULTI SERVI - 5/5/20 SWR CAMERA INSP K6 TO 1-K6S	1,450.00		
	6/12/2	660	PJ	R. S. SMOKE TEST & MULTI SERVI - 5/11/20 SWR JETTING 1219 12TH	625.00		
	6/12/2	661	PJ	R. S. SMOKE TEST & MULTI SERVI - 5/15/20 SWR JETTING F11 TO G11	1,750.00		
	6/12/2	668	PJ	R. S. SMOKE TEST & MULTI SERVI - 5/15/20 SWR CAMER INSP F11 TO G11	1,750.00		
	6/12/2	669	PJ	R. S. SMOKE TEST & MULTI SERVI - 5/18/20 SWR CAMER INSP F13 TO E13	1,675.00		
	6/12/2	662	PJ	R. S. SMOKE TEST & MULTI SERVI - 5/18/20 SWR JETTING F13 TO E13	1,650.00		
	6/12/2	663	PJ	R. S. SMOKE TEST & MULTI SERVI - 5/18/20 SWR BACKUP 530 1/2 13TH	650.00		
	6/12/2	664	PJ	R. S. SMOKE TEST & MULTI SERVI - 5/19/20 SWR JETTING F14 TO E14	1,866.00		
	6/12/2	670	PJ	R. S. SMOKE TEST & MULTI SERVI - 5/19/20 SWR CAMERA INSP F14 TO E14	1,850.00		
	6/12/2	666	PJ	R. S. SMOKE TEST & MULTI SERVI - 5/19/20 WWTP TANK CLEANING	2,800.00		
	6/12/2	0758	PJ	WATER, SEWER REPAIR & MORE - 6/6/20 EMERG WTR REPAIR 337 SUTTON	3,600.00		
	6/12/2	0760	PJ	WATER, SEWER REPAIR & MORE - 6/9/20 SWR MAIN REPAIR 2782 AVE L	7,200.00		
	6/12/2	0761	PJ	WATER, SEWER REPAIR & MORE - 6/5/20 CLEAN LIFT STAT 17TH & AVE C	5,000.00		
	6/12/2	0756	PJ	WATER, SEWER REPAIR & MORE - 6/8/20INST MANHOLES28TH1/2&29TH ON	9,000.00		
	6/12/2	0756	PJ	WATER, SEWER REPAIR & MORE - 5/25/20SWR LINE EXT28TH 1/2&29TH ON H	9,900.00		
	6/26/2	680	PJ	R. S. SMOKE TEST & MULTI SERVI - 5/28/20 SWR MAIN JETTING J27 TO I27	1,750.00		
	6/26/2	681	PJ	R. S. SMOKE TEST & MULTI SERVI - 5/28/20 SWR MAIN INSPECT I27 TO J27	1,750.00		
	6/26/2	683	PJ	R. S. SMOKE TEST & MULTI SERVI - 6/8/20 SWR MAIN JETTING 1018 AVE M	675.00		
	6/26/2	690	PJ	R. S. SMOKE TEST & MULTI SERVI - 6/18/20 CLEAN LIFT STAT @ WWTP	1,850.00		
	6/26/2	0769	PJ	WATER, SEWER REPAIR & MORE - 6/19/20 INST FIRE HYDR AVE H & 23RD	4,500.00		
	6/26/2	0769	PJ	WATER, SEWER REPAIR & MORE - 6/19/20 INST WTR VLV AVE H & 23RD	4,500.00		
	6/26/2	0770	PJ	WATER, SEWER REPAIR & MORE - 6/15/20 CLEAN OUT LIFT STS 3RD & D	5,000.00		
	6/26/2	0762	PJ	WATER, SEWER REPAIR & MORE - 6/9/20 REP SWR MAIN LINE 2680 FM517	6,300.00		
	6/26/2	0763	PJ	WATER, SEWER REPAIR & MORE - 6/15/20 REP WTR MAIN LINE 2241 E.BYSH	8,300.00		
	6/26/2	0764	PJ	WATER, SEWER REPAIR & MORE - 6/16/20 REP WTR MAIN LINE 133 17TH	6,200.00		
				Current Period Charge	111,266.0		111,266.0
	6/30/2			Ending Balance			1,150,587.92

SAN LEON MUD
Operating Funds
Check Register
For the Period From Jun 1, 2020 to Jun 30, 2020

Check #	Date	Payee	Cash Acct	Amount
5264	6/2/20	WATER, SEWER REPAIR & MORE	10400	\$ 42,800.00
5265	6/2/20	R. S. SMOKE TEST & MULTI SERVICES	10400	\$ 2,925.00
5266	6/12/20	COMCAST	10400	\$ 312.33
5267	6/12/20	MATHESON TRI-GAS	10400	\$ 176.89
5268	6/12/20	CENTERPOINT ENERGY	10400	\$ 143.62
5269	6/12/20	TERMINIX PROCESSING CENTER	10400	\$ 94.00
5270	6/12/20	EASTEX ENVIRONMENTAL LAB	10400	\$ 883.00
5271	6/12/20	JESUS DURAN	10400	\$ 100.00
5272	6/12/20	EAGLE POINT PRESS	10400	\$ 450.00
5273	6/12/20	CINTAS CORPORATION #081	10400	\$ 111.19
5274	6/12/20	BIRD NEST SERVICES, INC.	10400	\$ 246.00
5275	6/12/20	ANDREW MILLER	10400	\$ 127.32
5276	6/12/20	DECKER DISPOSE-ALL & RECYCLING SERVICES	10400	\$ 267.50
5277	6/12/20	ROCKET FRANCHISING, INC.	10400	\$ 312.93
5278	6/12/20	TEXAS PRIDE DISPOSAL	10400	\$ 50,635.00
5279	6/12/20	AFLAC	10400	\$ 364.09
5280	6/12/20	GULF COAST WATER AUTHORITY	10400	\$ 44,674.68
5281	6/12/20	CORPORATE QUALITY	10400	\$ 1,640.00
5282	6/12/20	VERIZON WIRELESS	10400	\$ 169.45
5283	6/12/20	CINTAS CORPORATION #081	10400	\$ 703.68
5284	6/12/20	CARDMEMBER SERVICE	10400	\$ 2,431.33
5285	6/12/20	WATER, SEWER REPAIR & MORE	10400	\$ 38,700.00
5286	6/12/20	R. S. SMOKE TEST & MULTI SERVICES	10400	\$ 17,516.00
5287	6/12/20	CASH	10400	\$ 189.35
5288	6/12/20	AMERICAN FUNDS SERVICE CO.	10400	\$ 2,498.13
5289	6/12/20	ACE BACLIF BUILDERS SUPPLY	10400	\$ 698.90
5290	6/12/20	TIRE KINGDOM/NTB	10400	\$ 1,240.79
5291	6/12/20	ELITE PUMPS & MECHANICAL SERVICES	10400	\$ 6,902.00
5292	6/12/20	MOODY BROS., INC.	10400	\$ 1,410.95
5293	6/12/20	FORTILINE, INC.	10400	\$ 29,936.20
5294	6/12/20	O'REILLY AUTOMOTIVE, INC.	10400	\$ 147.79
5295	6/12/20	USA BLUE BOOK	10400	\$ 2,763.07
5296	6/12/20	LOWES BUSINESS ACCOUNT	10400	\$ 69.96
5297	6/12/20	JARDINA GARDEN CENTER	10400	\$ 4,752.00
5298	6/12/20	L & S ELECTRICAL SERVICES, LLC	10400	\$ 2,060.00
5299	6/12/20	OFFICE DEPOT CREDIT PLAN	10400	\$ 443.67
5300	6/12/20	RICHARD FIELD	10400	\$ 173.30
5301	6/15/20	ELIGIO J MUNOZ	10400	\$ 3,000.00
5302	6/15/20	MIRANDA'S CONSTRUCTION	10400	\$ 12,401.69
5303	6/15/20	TEXAS A/C & HEAT SOLUTIONS	10400	\$ 4,370.00
5304	6/15/20	DAILY PLUMBING SOLUTIONS LLC	10400	\$ 4,925.00
5305	6/15/20	WHITLEY DRYWALL INC	10400	\$ 7,574.00
5306	6/15/20	CARRIZALEZ'S INSULATION	10400	\$ 3,895.00
5307	6/15/20	EDUARDO MENDEZ	10400	\$ 5,185.00
5308	6/26/20	AMERICAN FUNDS SERVICE CO.	10400	\$ 2,529.10

SAN LEON MUD
Operating Funds
Check Register
For the Period From Jun 1, 2020 to Jun 30, 2020

Check #	Date	Payee	Cash Acct	Amount
5309	6/26/20	MP2 ENERGY	10400	\$ 13,146.14
5310	6/26/20	GENSOLUTIONS LLC	10400	\$ 3,983.23
5311	6/26/20	REID,STRICKLAND, GILLETTE	10400	\$ 1,750.00
5312	6/26/20	FRONTIER	10400	\$ 1,159.99
5313	6/26/20	TYLER TECHNOLOGIES, INC	10400	\$ 312.50
5314	6/26/20	GALVESTON COUNTY DAILY NEWS	10400	\$ 409.64
5315	6/26/20	DSHS BILLING BRANCH - MC 2004	10400	\$ 213.92
5316	6/26/20	ASAP SECURITY SERVICES	10400	\$ 45.00
5317	6/26/20	PURCHASE POWER	10400	\$ 1,613.64
5318	6/26/20	ERROR COMPUTER REPAIR, LLC	10400	\$ 500.00
5319	6/26/20	COSTELLO, INC.	10400	\$ 12,044.58
5320	6/26/20	USAble LIFE	10400	\$ 545.01
5321	6/26/20	FIDELITY SECURITY LIFE INS. COMPANY	10400	\$ 573.80
5322	6/26/20	WATER, SEWER REPAIR & MORE	10400	\$ 42,800.00
5323	6/26/20	R. S. SMOKE TEST & MULTI SERVICES	10400	\$ 6,025.00
5324	6/26/20	DENTAL SELECT	10400	\$ 629.05
5325	6/26/20	BLUE CROSS BLUE SHIELD OF TEXAS	10400	\$ 14,709.91
5326	6/26/20	ALWAYS CARE BENEFITS, INC.	10400	\$ 91.62
5327	6/26/20	C & C FENCE CORP.	10400	\$ 7,250.00
5328	6/26/20	ACT PIPE & SUPPLY	10400	\$ 2,250.00
5329	6/26/20	ELITE PUMPS & MECHANICAL SERVICES	10400	\$ 3,297.30
5330	6/26/20	FORTILINE, INC.	10400	\$ 5,578.52
5331	6/26/20	SAM'S CLUB	10400	\$ 179.85
5332	6/26/20	DXI INDUSTRIES, INC.	10400	\$ 1,333.50
5333	6/26/20	JARDINA GARDEN CENTER	10400	\$ 4,144.00
5334	6/26/20	RED'S TIRE SERVICE	10400	\$ 25.00
5335	6/26/20	SEABREEZE	10400	\$ 450.00
5336	6/30/20	SAN LEON VFD	10400	\$ 31,091.00
Total				\$459,102.11

Misc Expense	\$5,000.00	\$416.67	\$0.00	\$0.00	\$625.00	\$9,500.00	\$1,706.82	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$270.37	\$0.00	\$12,102.19	\$1,008.52
Fuel & Lube	\$11,000.00	\$916.67	\$1,413.00	\$0.00	\$1,211.25	\$0.00	\$1,228.68	\$850.00	\$0.00	\$1,754.22	\$0.00	\$0.00	\$909.00	\$0.00	\$7,366.15	\$613.85
Small Hand Tools	\$10,000.00	\$833.33	\$116.42	\$96.41	\$449.95	\$1,379.87	\$455.58	\$176.94	\$0.00	\$513.99	\$45.15	\$0.00	\$53.57	\$108.96	\$6,075.41	\$506.28
Office Supplies	\$12,000.00	\$1,000.00	\$1,717.35	\$890.90	\$1,237.49	\$1,840.78	\$2,632.42	\$1,512.61	\$983.03	\$1,303.85	\$1,572.26	\$779.53	\$1,333.24	\$779.53	\$16,762.46	\$1,396.87
Printing	\$6,500.00	\$541.67	\$1,686.00	\$583.00	\$0.00	\$0.00	\$178.00	\$1,686.00	\$210.00	\$3,250.00	\$464.00	\$1,640.00	\$1,824.00	\$1,640.00	\$12,842.00	\$1,070.17
Postage	\$20,000.00	\$1,666.67	\$1,684.40	\$1,520.99	\$3,058.18	\$0.00	\$1,597.64	\$1,500.00	\$1,534.69	\$1,520.99	\$1,520.99	\$1,613.64	\$1,520.99	\$1,613.64	\$18,593.50	\$1,549.46
Shipping/Handling Exp	\$4,000.00	\$333.33	\$564.92	\$327.50	\$168.79	\$496.25	\$424.84	\$93.29	\$0.00	\$370.84	\$60.86	\$23.27	\$204.74	\$23.27	\$3,005.68	\$250.47
Security Sys Monitoring	\$500.00	\$41.67	\$45.00	\$45.00	\$45.00	\$183.54	\$45.00	\$45.00	\$237.50	\$45.00	\$90.00	\$45.00	\$45.00	\$45.00	\$916.04	\$76.34
Legal Fees	\$30,000.00	\$2,500.00	\$1,562.50	\$1,450.00	\$1,937.50	\$0.00	\$2,412.50	\$1,445.26	\$1,675.00	\$4,325.00	\$2,162.50	\$1,750.00	\$3,062.50	\$1,750.00	\$21,782.76	\$1,815.23
Engineering Fees	\$90,000.00	\$7,500.00	\$8,031.08	\$2,064.55	\$0.00	\$2,073.46	\$37,146.40	\$1,577.92	\$0.00	\$6,444.08	\$5,066.50	\$12,044.58	\$0.00	\$12,044.58	\$74,448.57	\$6,204.05
Engineering Fees Spec Projects	\$0.00	\$0.00	\$23,098.81	\$25,128.10	\$0.00	\$24,422.83	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$72,649.74	\$6,054.15
Financial Advisor Fees	\$3,000.00	\$250.00	\$164.40	\$169.14	\$169.14	\$141.90	\$5,215.93	\$171.90	\$4,788.39	\$173.89	\$176.89	\$176.89	\$171.90	\$176.89	\$11,733.30	\$977.78
Rentals and Leases	\$50,000.00	\$4,166.67	\$20,460.00	\$0.00	\$14,520.00	\$0.00	\$0.00	\$35.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$35.00	\$2.92
Social Sec Assess Fee	\$50,000.00	\$4,166.67	\$20,460.00	\$0.00	\$14,520.00	\$0.00	\$0.00	\$8,140.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$53,120.00	\$4,426.67
Water Line Ext.	\$25,000.00	\$2,083.33	\$0.00	\$7,040.00	\$30,105.20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,000.00	\$50,145.20	\$4,178.77
Sewer Line Ext.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Road Bore	\$0.00	\$0.00	\$2,537.46	\$554.10	\$554.10	\$138.52	\$415.57	\$750.00	\$415.56	\$1,177.06	\$554.11	\$415.56	\$1,108.20	\$415.56	\$9,174.33	\$764.53
Director Per Diems	\$10,000.00	\$833.33	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Cap. Imp. - Impact Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
WTP - Repair/Expense	\$40,000.00	\$3,333.33	\$1,537.84	\$2,998.81	\$2,538.29	\$625.86	\$2,185.65	\$6,839.92	\$962.93	\$312.93	\$585.14	\$3,688.16	\$4,237.93	\$59,960.03	\$86,473.49	\$7,206.12
WWTP - Repair/Expense	\$45,000.00	\$3,750.00	\$0.00	\$3,860.58	\$84.00	\$1,576.00	\$3,034.60	\$7,198.59	\$213.59	\$1,029.13	\$1,265.00	\$7,864.47	\$3,228.18	\$10,239.29	\$39,593.43	\$3,299.45
R & M-Water	\$150,000.00	\$12,500.00	\$34,570.93	\$6,371.33	\$4,956.95	\$982.52	\$11,572.41	\$369.18	\$4,337.30	\$9,535.56	\$163.30	\$7,468.50	\$44,156.27	\$4,376.91	\$128,861.16	\$10,738.43
R & M-Sewer	\$100,000.00	\$8,333.33	\$7,574.33	\$3,989.27	\$20,686.16	\$5,917.95	\$8,045.39	\$6,038.95	\$472.87	\$3,123.77	\$8,682.99	\$3,18.76	\$10,834.75	\$36,303.53	\$114,988.72	\$9,582.39
Sludge Sys Expenses	\$120,000.00	\$10,000.00	\$12,196.60	\$12,601.05	\$10,309.95	\$8,018.85	\$0.00	\$21,765.45	\$14,494.73	\$9,059.48	\$9,000.00	\$14,980.23	\$21,930.42	\$0.00	\$134,356.76	\$11,196.40
Safety Equip Expense	\$7,500.00	\$625.00	\$119.05	\$484.52	\$47.88	\$266.25	\$1,077.42	\$0.00	\$582.01	\$276.75	\$249.04	\$829.90	\$222.18	\$111.19	\$4,266.19	\$355.52
Contracted Services	\$300,000.00	\$25,000.00	\$48,790.00	\$28,300.00	\$86,250.00	\$90,075.42	\$90,795.50	\$176,818.00	\$96,445.00	\$92,355.00	\$120,150.00	\$84,985.00	\$124,358.00	\$111,266.00	\$1,150,587.92	\$95,882.33
Inflow & Infiltration	\$250,000.00	\$20,833.33	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,350.00	\$4,500.00	\$14,850.00	\$1,237.50
Water - Tap Expense	\$120,000.00	\$10,000.00	\$6,000.00	\$12,000.00	\$4,000.00	\$7,000.00	\$8,000.00	\$13,000.00	\$0.00	\$3,000.00	\$3,000.00	\$13,000.00	\$3,000.00	\$6,000.00	\$80,000.00	\$6,666.67
Sewer - Tap Expense	\$120,000.00	\$10,000.00	\$5,000.00	\$11,000.00	\$4,000.00	\$7,000.00	\$8,049.98	\$13,000.00	\$0.00	\$3,000.00	\$2,000.00	\$12,000.00	\$3,000.00	\$6,000.00	\$74,049.98	\$6,170.83
Cons Supplies & Mtrls.	\$3,500.00	\$291.67	\$13.48	\$345.26	\$112.90	\$343.59	\$253.83	\$50.89	\$28.56	\$136.78	\$215.21	\$118.83	\$660.99	\$328.59	\$2,608.91	\$217.41
Testing (Employee Drug)	\$250.00	\$20.83	\$0.00	\$53.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$53.00	\$4.42
Telephone	\$13,000.00	\$1,083.33	\$1,272.47	\$1,111.70	\$843.02	\$0.00	\$1,132.96	\$2,268.07	\$1,156.97	\$1,167.80	\$1,158.73	\$1,156.56	\$1,153.94	\$1,159.99	\$13,582.21	\$1,131.85
Mobile/Nextel Expense	\$4,500.00	\$375.00	\$197.99	\$7,488.12	\$513.75	\$268.66	\$250.57	\$197.07	\$381.27	\$196.27	\$203.86	\$219.94	\$219.94	\$219.91	\$10,357.35	\$863.11
Tax Collection Expense	\$14,000.00	\$1,166.67	\$0.00	\$1,723.21	\$0.00	\$0.00	\$0.00	\$3,273.35	\$0.00	\$3,273.35	\$1,184.61	\$0.00	\$3,273.35	\$0.00	\$12,727.87	\$1,060.66
Uniform Expense	\$10,000.00	\$833.33	\$728.36	\$965.38	\$1,133.58	\$16.99	\$1,499.00	\$919.97	\$1,167.23	\$729.73	\$1,073.45	\$892.59	\$996.41	\$893.03	\$11,015.72	\$917.98
Street Lights Exp	\$75,000.00	\$6,250.00	\$5,827.32	\$5,780.67	\$5,724.62	\$7,461.14	\$5,882.86	\$11,724.78	\$5,846.71	\$5,874.18	\$5,874.18	\$5,885.71	\$5,226.42	\$5,214.33	\$76,322.92	\$6,360.24
Sec/Locks @ Entrways	\$8,000.00	\$666.67	\$0.00	\$100.00	\$200.00	\$100.00	\$3,562.63	\$13,231.33	\$100.00	\$0.00	\$100.00	\$0.00	\$5,484.25	\$100.00	\$22,978.21	\$1,914.85
Waste Disposal	\$615,000.00	\$51,250.00	\$50,142.50	\$49,587.99	\$50,423.17	\$49,667.50	\$51,064.38	\$50,491.95	\$50,712.54	\$50,902.54	\$550.03	\$50,649.17	\$51,034.28	\$50,902.50	\$556,128.55	\$46,344.05
Utilities	\$100,000.00	\$8,333.33	\$8,827.68	\$9,527.64	\$8,777.30	\$8,860.91	\$9,543.11	\$17,896.84	\$9,201.76	\$9,499.39	\$9,428.52	\$8,419.51	\$8,224.91	\$8,075.43	\$116,283.00	\$9,690.25
TCEQ Permit	\$15,000.00	\$1,250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,768.98	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,768.98	\$1,147.42
Water Assess. Fee	\$12,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12,412.57	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12,412.57	\$1,034.38
Lawn Service	\$15,000.00	\$1,250.00	\$1,300.00	\$0.00	\$2,700.00	\$3,550.00	\$2,600.00	\$2,000.00	\$0.00	\$1,300.00	\$0.00	\$0.00	\$700.00	\$0.00	\$14,150.00	\$1,179.17
VFD Expense	\$275,000.00	\$22,916.67	\$22,848.00	\$21,816.00	\$29,850.00	\$30,620.00	\$32,544.00	\$30,118.00	\$31,387.00	\$31,307.00	\$29,105.00	\$31,453.00	\$31,983.00	\$31,091.00	\$354,122.00	\$29,510.17
GCWA-Note Pymt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
GCWA - Dist Sys - Cap-North	\$22,000.00	\$1,833.33	\$1,894.78	\$1,894.78	\$1,894.78	\$1,927.88	\$1,927.88	\$1,927.88	\$1,927.88	\$1,927.88	\$1,927.88	\$1,927.88	\$1,927.88	\$1,927.88	\$23,035.26	\$1,919.61
GCWA - Dist Sys - Cap-Byshr	\$16,000.00	\$1,333.33	\$1,285.54	\$1,285.54	\$1,285.54	\$1,280.34	\$1,280.34	\$1,280.34	\$1,280.34	\$1,280.34	\$1,280.34	\$1,280.34	\$1,280.34	\$1,280.34	\$15,379.68	\$1,281.64
GCWA-Capital Charge	\$125,000.00	\$10,416.67	\$9,598.42	\$9,598.42	\$9,598.42	\$10,082.36	\$10,082.36	\$10,082.36	\$10,082.36	\$10,082.36	\$10,082.36	\$10,082.36	\$10,082.36	\$10,082.36	\$119,536.50	\$9,961.38
GCWA - Raw Wtr Charge	\$205,000.00	\$17,083.33	\$17,250.16	\$17,250.16	\$17,250.16	\$17,614.69	\$17,614.69	\$17,614.69	\$17,614.69	\$17,614.69	\$17,614.69	\$17,614.69	\$17,614.69	\$17,614.69	\$210,282.69	\$17,523.56
GCWA-Operating Budget	\$160,000.00	\$13,333.33	\$13,545.27	\$13,545.27	\$13,545.27	\$13,769.41	\$13,769.41	\$13,769.41	\$13,769.41	\$13,769.41	\$13,769.41	\$13,769.41	\$13,769.41	\$13,769.41	\$164,560.50	\$13,713.38
GCWA-Excess Water	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
GCWA-Line Repairs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Expenses	\$4,487,300.00	\$373,941.67	\$416,940.94	\$366,044.09	\$419,134.71	\$430,313.70	\$463,598.76	\$539,025.58	\$371,627.04	\$364,136.96	\$344,407.10	\$417,743.30	\$553,421.96	\$513,277.06	\$5,199,671.20	\$433,305.93
Net Income	\$2,500.00	\$208.33	-\$59,097.74	\$9,091.89	-\$80,279.05	-\$61,463.06	-\$63,690.06	-\$114,511.69	\$389,343.87	\$102,095.14	-\$27,719.61	-\$79,002.50	-\$184,426.19	-\$145,333.37	-\$314,992.37	-\$26,249.36

SAN LEON MUNICIPAL UTILITY DISTRICT
 SECOND QUARTER INVESTMENT REPORT
 PERIOD ENDING JUNE 30, 2020

Operating Funds

TexPool/Operating Reserve

Beginning Balance as of April 1, 2020	\$ 1,133,971.10
Market Value as of April 1, 2020	\$ 1,133,971.10
Interest This Quarter:	\$ 929.91
Transfer for Amoco	\$ 214,703.86
Ending Balance as of June 30, 2020	\$ 1,349,584.87
Market Value as of June 30, 2020	\$ 1,349,584.87
Average Monthly Yield 0.2165%	

Texas First Bank/Operating

Beginning Balance as of April 1, 2020	\$ 693,789.65
Interest This Quarter:	\$ 206.88
Transfers from Bond 2019	\$ 0.00
Ending Balance as of June 30, 2020	\$ 330,718.36
Annual Percentage Yield Earned 0.15%	

Texas First Bank/Operating Accrual

Beginning Balance as of April 1, 2020	\$ 1,015.87
Deposits for Line Extensions:	\$ 0.00
Transfers to Operating:	\$ 0.00
Interest This Quarter:	\$ 0.25
Ending Balance as of June 30, 2020	\$ 1,016.12
Annual Percentage Yield Earned 0.10%	

Texas First Bank/Payroll

Beginning Balance as of April 1, 2020	\$ 29,466.95
Interest This Quarter:	\$ 7.36
Ending Balance as of June 30, 2020	\$ 28,463.71
Annual Percentage Yield Earned 0.10%	

Amoco Federal Credit Union

Acct #1 Amoco Saving

Beginning Balance as of April 1, 2020	\$ 250.32
Interest This Quarter:	\$ 00.03
Transfer for CD	\$ 214,453.53
Transfer to TexPool Operating	\$ 214,703.86
Ending Balance as of June 30, 2020	\$ 0.00
Annual Percentage Yield Earned 0.05%	

Acct #7/18 Months

Beginning Balance as of April 1, 2020	\$ 214,194.08
Market Value as of April 1, 2020	\$ 214,194.08
Interest This Quarter:	\$ 259.45
Transferred to Amoco Saving	\$ 213,194.08
Balance - Accounts Closed As of May 27, 2020	\$ 0.00
Div. Rate 0.85%	

Customer Deposit Funds

TexPool/Deposit

Beginning Balance as of April 1, 2020	\$ 228,366.04
Market Value as of April 1, 2020	\$ 228,366.04
Interest This Quarter:	\$ 178.21
Ending Balance as of June 30, 2020	\$ 228,544.25
Market Value as of June 30, 2020	\$ 228,544.25
Average Monthly Yield 0.2165%	

Texas First Bank/Deposit

Beginning Balance as of April 1, 2020	\$ 168,968.32
Interest This Quarter:	\$ 63.70
Ending Balance as of June 30, 2020	\$ 173,714.54
Annual Percentage Yield Earned 0.15%	

Debt Service Funds

TexPool/Tax

Beginning Balance as of April 1, 2020	\$ 2,236,284.17
Market Value as of April 1, 2020	\$ 2,236,284.17
Interest This Quarter	\$ 1,744.90
Wire Transfer from Texas First Bank Debt Service	\$ 0.00
Refunding Bonds Series 2012 Interest Payment	\$ 0.00
Tax Bonds Series 2013 Interest Payment	\$ 0.00
Bonds Series 2017 Interest Payment	\$ 0.00
Bonds Series 2019 Interest Payment	\$ 0.00
Ending Balance as of June 30, 2020	\$ 2,238,026.07
Market Value as of June 30, 2020	\$ 2,238,026.07
Average Monthly Yield 0.2165%	

TexStar/Debt Service

Beginning Balance as of April 1, 2020	\$ 258,602.07
Market Value as of April 1, 2020	\$ 258,602.07
Interest This Quarter:	\$ 190.19
Ending Balance as of June 30, 2020	\$ 258,792.26
Market Value as of June 30, 2020	\$ 258,792.26
End of the Month Interest Rate 0.1974%	

Texas First Bank/Debit Service

Beginning Balance as of April 1, 2020	\$ 171,241.10
D/S Tax Deposits This Quarter:	\$ 128,281.76
Wire Transfer to TexPool Tax Acct	\$ 0.00
Interest This Quarter:	\$ 89.14
Ending Balance as of June 30, 2020	\$ 299,312.00
Annual Percentage Yield Earned .15%	

2017 Bond Funds

TexStar/Bond 2017

Beginning Balance as of April 1, 2020	\$ 312,590.88
Market Value as of April 1, 2020	\$ 312,590.88
Wire Transfer	\$ 0.00
Interest This Quarter:	\$ 229.93
Ending Balance as of June 30, 2020	\$ 312,820.81
Market Value as of June 30, 2020	\$ 312,820.81
End of the Month Interest Rate 0.1974%	

Texas First Bank/Bond 2017

Beginning Balance as of April 1, 2020	\$ 552,502.15
Transfer from TexStar Bond 2017	\$ 0.00
Wire Fee	\$ 0.00
Interest This Quarter:	\$ 206.36
Bond Reimbursement to the General Fund	\$ 0.00
Ending Balance as of June 30, 2020	\$ 551,715.47
Annual Percentage Yield Earned 0.15%	

2019 Bond Funds

TexStar/Bond 2019

Beginning Balance as of April 1, 2020	\$19,734,879.38
Market Value as of April 1, 2020	\$19,734,879.38
Wire Transfer	\$ 0.00
Interest This Quarter:	\$ 14,514.53
Ending Balance as of June 30, 2020	\$19,749,393.91
Market Value as of June 30, 2020	\$19,749,393.91
End of the Month Interest Rate 0.1974%	

Texas First Bank/Bond 2019

Beginning Balance as of April 1, 2020	\$ 699,008.10
Interest This Quarter:	\$ 242.65
Bond Reimbursement to the General Fund	\$ 0.00
Ending Balance as of June 30, 2020	\$ 643,241.09
Annual Percentage Yield Earned 0.15%	

The District's investments are in compliance with the investment strategy expressed in the investment policy and relevant provisions of Chapter 2256 of the Texas Government Code. Compliance Training – HB675 states that the Investment Officer must attend at least one training seminar for six (6) hours within twelve (12) months of taking office and requires at least four (4) hours of training within each two (2) year period.

Ken Bishop, Treasurer/Investment Officer
06/2018-PFIA Training Seminar- Hrs.

Janice Hoffman, Office Manager/Bookkeeper
06/2020-PFIA Training Seminar-4 Hr.

District Manager Report

July 15, 2020

Regional Agencies

Texas General Land Office: We are continuing to research the CDBG-MIT program previously discussed. We've received 3 proposals from the published RFP to retain a grant administration company who will help craft and submit the application.

Association of Water Board Directors: The upcoming AWBD Summer Conference is rescheduled and will be conducted virtually August 6-8.

Gulf Coast Water Authority: No significant updates this month.

Attorney General: We have continued discussions with the AG regarding various aspects of the open meetings and public information act requirements; they are satisfied with our processes at this time.

Facilities and Distribution

Water treatment plant: We've noticed improved operations at the tower as a result of the meter repair and major water main break that was repaired last month. Our automatic control valve that regulates pressure in the system has come down from an 18-19% opening to consistently 14-16%, which reflects the decreased system demand likely stemming from the main break.

Sewer treatment plant: No significant updates this month.

Collection & distribution: In light of remaining bond funds from our 2017 issue, we are evaluating the infrastructure needs to reallocate funding towards critical improvements, such as upgrading some of our 2" water mains to 6" with hydrants as well as targeted manhole repairs/replacements to continue mitigating I & I.

RFP/CSB: Both requests were published in 3 local papers (Houston Chronicle, Galveston Daily News, and The Facts for Brazoria County). We met with 5 firms regarding the CSB and ultimately received 3 bids. We were referred to 4 companies for discussion of the grant administration RFP; ultimately we received 3 proposals.

Consultants

Tyler/Beacon: The upgrade to the meter reading system has been completed; staff has been trained on the new hardware and no issues have been reported at this time.

Attorney: No significant updates at this time.

Engineer: Contracts have been signed for LEM to begin the expansion on the wastewater treatment plant. We're anticipating breaking ground within the next couple of months after the necessary preparations have been made. We're in the process of evaluating the infrastructure and capital improvement plan to reallocate funding from the 2017 bond issue towards targeted improvements in the system.

District Services: We met with a third-party consultant to evaluate our operations from a financial, managerial, and technical perspective. The process for evaluation is one utilized by TCEQ and TWDB, so we're expecting a solid report that will celebrate our strengths as well as identify opportunities for improvement. The staff underwent CPR/AED training this past month and will be certified for the next 2 years.

Community Engagement

Resident communications: We met with a group of individuals who expressed interest in learning more about how the District operates, including how the water and wastewater are handled. We also met with 3 individuals who wanted more information about the tax exemptions available for homestead and over 65. We received 13 calls regarding trash or recycling concerns, mostly requesting bins for new properties. There were 2 discussions with residents regarding the development moratorium.

Public relations: The article for local publication this month addressed several questions the community has been asking regarding District operations, tax rates, and the recent bond issue for the wastewater treatment plant expansion.

Public Information Act (PIA) requests: We completed 8 PIA requests this month, representing over 1,200 separate documents. 2 of those requests are pending in-person review by Mr. Jetelina. We have 12 outstanding PIA requests representing several hundred documents. We continue to work on these requests as we have opportunity while still maintaining our day-to-day operations. A comprehensive evaluation of the completed open records requests has been done at the request of Tyson Kennedy demonstrating nearly 2,000 documents have been produced, representing nearly 5,000 pages of records and 48 hours of administrative labor in the past year and a half.

Tap requests: 31 taps requested; 12 were ok with existing infrastructure, 19 were unavailable as is.

Upcoming Projects

We are meeting with an independent consultant to evaluate our operations and determine areas of potential growth opportunity. We anticipate having CSB and RFP documents at the July meeting for review and approval.



SUPERIOR MANAGEMENT

“Developing a Legacy of Sustainable Success”

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July 11, 2020

SAN LEON MUNICIPAL UTILITY DISTRICT

Financial, Managerial, and Technical (FMT) Capacity Assessment

Executive Summary

The FMT Assessment Tool was developed by TCEQ in response to a requirement of the 1996 reauthorization of the Safe Drinking Water Act by Congress.

What is an FMT Assessment?

FMT stands for financial, managerial, and technical. During an FMT assessment an interview is conducted with the water system staff. The purpose of the interview is to look at the system’s financial, managerial, and technical capabilities and to target opportunities for improvement that lead to the development of increased capacity. The term capacity used relating to the FMT Assessment can also be termed capability.

The Financial, Managerial and Technical (FMT) Capability assessment helps identify the following strengths of your water or wastewater system/utility which you should continue to build upon and also identifies opportunities for improvement which, if addressed, should allow your system/utility to attain a higher level of capability.

Superior Management has an extensive background in the development of Sustainable Success for water utilities including Strategic Management Planning, Asset Management, Rate Studies, and Capacity Development, as well as regulatory compliance expertise in matters related to the Texas Commission on Environmental Quality (TCEQ) and the Public Utility Commission of Texas (PUC).

Superior Management was engaged by the San Leon MUD to conduct the FMT Assessment and provide a written report for the benefit of the governing Board and Management. Superior Management used the TCEQ FMT Capacity Assessment tool and conducted an on-site interview with the San Leon MUD management team on July 9, 2020, and conducted additional off-site assessment on July 10, 2020, including the review of the most recent audit, the TCEQ regulatory records, the PUC records, and the related TWDB data.

Your “Sustainable Success” Professional



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The Assessment Numerical Score is summarized as follows:

FMT Capacity Assessment Score*	Potential	Score	Difference
TOTAL - FINANCIAL ASSESSMENT	28	25	3
TOTAL - MANAGEMENT ASSESSMENT	44	39	5
TOTAL – TECHNICAL ASSESSMENT	106	101	5
TOTAL – FMT SCORE	178	165	13
SCORE PRECENTAGE	NA	92%	8%

*Note: A detail breakdown by assessment section is provided with the assessment form

The major strengths of the San Leon MUD is summarized as follows

Financial Area Strengths:

- ✓ Revenue Covers Expenses
- ✓ Annual Budget (with monthly report of Budget to Actual)
- ✓ Rates Based on Cost of Services
- ✓ Adequate Reserve Accounts
- ✓ Access to Cash for Emergencies
- ✓ Rate Study Review Frequency
- ✓ Access to Financing
- ✓ Insurance Coverage

Managerial Area Strengths:

- ✓ Operating Reports to Board
- ✓ Written Operating Policies
- ✓ Audited Financial Statements
- ✓ Written Customer Termination Policy (with enforcement)
- ✓ Phone Accessibility (24/7/365)
- ✓ Record Keeping
- ✓ Capital Improvement Plan
- ✓ Staff & Board Training



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- ✓ Customer Service Training
- ✓ No Delinquent Debt Payments
- ✓ Current on Regulatory and Lab Fees

Technical Area Strengths:

- ✓ Cross-Connection Control Program
- ✓ 85% Rule Violation Compliance
- ✓ Adequate Storage & Pressure
- ✓ Drawings/Plans of Treatment Facilities
- ✓ Monitored Unaccounted Water Loss (Calculated and Reported Monthly)
- ✓ No Primary Chemical Violations
- ✓ No Secondary Chemical Violations
- ✓ Operator Number and Classification Compliance (Per TCEQ Requirements)
- ✓ Operator Continuing Education
- ✓ Adequate Source Water and Contracts
- ✓ Disinfection Throughout Distribution System
- ✓ Tank Maintenance Program

Note: A more detailed report of the strengths is provided with the FMT Assessment form as well as the FMT Assessment Exit Interview form.

The opportunities for the San Leon MUD to improve capacity are as follows:

Financial Area Opportunities:

- There is no major area for capacity improvement noted in the financial assessment.

However, it is recommend that the District consider conducting a "Cost of Service" Rate Study to include the annual cost of depreciation and/or the annual cost to fund an Asset Management Reserve account for the repair and replacement of major system components.



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Managerial Area Opportunities:

- **Long-Range Planning (Strategic Management Plan)** – The development of a Strategic Management Plan will help the District develop “sustainable success” as promoted and encouraged by the EPA as a best management practice.

However, it is not currently a regulatory requirement.

- **Water Conservation Plan** – Development of a Water Conservation Plan is encouraged by both the TCEQ and the TWDB as a best management practice.

However, it is currently not a requirement unless an entity has received funding from the TWDB.

- **Emergency Planning** – The management team is currently in the process of conducting the Risk & Resiliency Assessment which is used to develop the “all hazards” Emergency Response Plan as required by the American Water Infrastructure Act (AWIA) adopted by Congress in 2018.

The compliance period applicable to the District is June 2021 (R&R Assessment Completion and Certification) and December 2021 (Emergency Response Plan Completion and Certification)

Emergency response plan certifications are due six months from the date of the risk assessment certification. The dates shown above are certification dates based on a utility submitting a risk assessment on the final due date.



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Technical Area Opportunities:

- **Preventative Maintenance Program (PM)** – TCEQ requires that systems develop a PM Program for proactive scheduled maintenance of equipment as recommend by the equipment manufacture as well as industry best management practices.

The implementation of a PM Program reduces the overall cost of maintenance vs reactive maintenance. It is similar to the concept of conducting preventive maintenance on an automobile per the manufacture's schedule included with the Owner's Manual.

The TCEQ offers FREE assistance with the development of the PM Program under the FMT Assistance Program. It is recommended that the District develop a PM Program for both the water and the wastewater system by the end of 2020.

Additional information relating to the identified strengths and opportunities are provided in detail with the completed FMT Assessment form.

I am available to discuss this report, any of the assessment components, and address any questions from the Board and/or Management Team. **Thank you for the opportunity to be of service.**

Best Regards,

Superior Water Management of Texas LLC
DBA Superior Management

By: 

Phillip Givens, Managing Principal