

MINUTES

NORTH FORT BEND WATER AUTHORITY

April 28, 2021

The Board of Directors (the "Board") of the North Fort Bend Water Authority (the "Authority") met in regular session by teleconference and videoconference, with access by telephone and video available to the public, pursuant to Texas Government Code Section 551.125 and Governor Greg Abbott's emergency disaster declaration dated March 13, 2020, on the 28th day of April, 2021, and the roll was called of the members of the Board being present by either telephone or video:

Peter Houghton	President
Robert Patton	Vice President
Melony Gay	Secretary
Robert Darden	Assistant Vice President
Bruce Fay	Assistant Secretary
Donald Abrahamson, II	Assistant Secretary
Dana Hollingsworth	Assistant Secretary

and all of the above were present except for Director Hollingsworth, thus constituting a quorum.

Also attending all or part of the teleconference and/or the videoconference were Matt Froehlich, Julia Frankovich, Ian Pietz, Whitney Milberger, and Kyle Jones of BGE, Inc. ("BGE"); Taylor Watson and Cynthia Colondres of Municipal Accounts & Consulting, L.P.; Dale Clayton and Katie May of Inframark, LLC; Christina Miller, Aaron Carpenter, and Justine M. Cherne of Allen Boone Humphries Robinson LLP ("ABHR"); Lawrence Goldberg of CivilTech Engineering, Inc.; Neil Barnsdale and Erika Cooper of Carollo Engineers; Breah Campbell of Environmental Development Partners, LLC; Jeremy Austin of Halff Associates, Inc.; Mike Halde of HR Green, Inc.; Marcel Khouw of IDS Engineering Group; John Strange of JNS Consulting Engineers, Inc.; Kyle Kaspar of Jones & Carter, Inc.; Charles Shumate of Lockwood, Andrews & Newnam, Inc.; Rich Patrick of Nino & Moore; Sylvester Johnson and Katherine Mears of RPS Infrastructure, Inc.; Michael Abshire and Mark Van Dyck of Big Oaks Municipal Utility District; Mike Riel of Cinco Southwest Municipal Utility District No. 4; Stephen Talecki of Cornerstones Municipal Utility District; Betty Stewart of Fort Bend County Municipal Utility District No. 2; Linda Yorlano and Chris Bell of Fort Bend County Municipal Utility District No. 30; Susan Ruske of Fort Bend County Municipal Utility District No. 35; Craig Lewis of Fort Bend County Municipal Utility District No. 50; Kafi Dalcour of Fort Bend County Municipal Utility District No. 116; Brian Joseph and Jeanette Spinks of Fort Bend County Municipal Utility District No. 119; Randy Carter and James Cokinos of Fort Bend County Municipal Utility District No. 142 ("FB 142"); Dara

Sigloch of Fort Bend County Municipal Utility District No. 182; Mashhood Shah of Grand Lakes Municipal Utility District No. 4; John Pertgen, Carl Peters, and Juanita Yarneau of Kingsbridge Municipal Utility District; and additional members of the public, including Judy Brewer, Gabrielle Brewer, and David Johnson.

Ms. Miller reviewed certain recommended protocols for conducting the Authority's meeting via teleconference and videoconference. She announced that the meeting was being recorded and that consultant reports presented at the meeting were posted online and available to the public in the form of an "agenda packet" prior to the start of the meeting at www.districtdirectory.org/agendapackets/nfbwa and the Authority's website at <https://www.nfbwa.com/meetings/>.

OPERATIONS AND SERVICE REQUIREMENTS RELATING TO COVID-19 EPIDEMIC AND RATIFICATION OF ANY EMERGENCY ACTIONS

Mr. Clayton reported that COVID-19 concerns were not impacting the Authority's operations or water quality.

COMMENTS FROM THE PUBLIC

Mr. Pertgen addressed the Board to inquire about the impact of recently announced increases in the City of Houston's ("COH") water rates due to infrastructure costs. Ms. Miller stated that COH's water rate increases for its rate payers are anticipated to have a minimal impact on the Authority's fees, because the Authority pays its proportionate share for the actual costs of water and infrastructure pursuant to a Water Supply Contract with COH. She stated that BGE would need to determine whether COH has planned maintenance projects that would significantly impact the Authority's rates.

APPROVE MINUTES

The Board considered approving the minutes of its regular meeting held March 24, 2021, and special meeting held April 7, 2021. After review and discussion, Director Abrahamson moved to approve the minutes as written. Director Fay seconded the motion, which passed unanimously.

PUBLIC COMMUNICATION, WATER CONSERVATION, AND REUSE MATTERS, AND LARRY'S TOOLBOX WATER CONSERVATION PROGRAM ("LARRY'S TOOLBOX PROGRAM")

Ms. Milberger reviewed a Memorandum Regarding Water Conservation and Reuse matters, a copy of which is attached.

Ms. Milberger reported that the Authority gave a presentation regarding the Authority's current and future infrastructure projects to the Southeast Texas Branch of

the American Public Works Association on April 21, 2021.

Ms. Milberger reported that the Authority will have an exhibitor's booth at the Association of Water Board Directors summer conference scheduled for June 17-19, 2021, as previously approved.

Ms. Milberger reported that BGE is scheduled to give a presentation regarding the Authority's current and future infrastructure projects to members of the City Council of the City of Fulshear in June 2021. She stated that quarterly meetings between BGE and staff members of the City of Fulshear are scheduled to be held in the future.

Ms. Milberger reported that the Authority is a Bronze Sponsor of the Texas Water Development Board's (the "TWDB") 2021 Water for Texas Conference scheduled for September 27-29, 2021, at the AT&T Executive Education and Conference Center in Austin, Texas.

Ms. Milberger recommended that the Board authorize the renewal of the Authority's annual subscription to the *Fort Bend Star* to use as a resource for community outreach events in the amount of \$75.00.

Ms. Milberger reported on the status of Mighty Citizen's development of the public communication, education, and outreach plan for the Authority, including redesign of the Authority's website. She reported that the Authority's Communication, Conservation, and Reuse Committee ("CCR Committee") recommends that the Board authorize the purchase of digital enhancements for the Authority's website redesign project in an amount not to exceed \$2,000.00.

Ms. Milberger reported that the Authority's CCR Committee recommends that the Board authorize payment of an invoice for renewal of the Authority's annual membership in the American Water Works Association in the amount of \$8,921.00.

Ms. Milberger reported that non-exempt retail participants in the Authority's Groundwater Reduction Plan ("GRP") are required to submit annual reports on implementation of their water conservation plans to the Authority by May 1, 2021.

Ms. Milberger reported that 41 irrigation system evaluations were completed through the Authority's W.I.S.E. Guys Irrigation System Evaluation Program ("WISE Guys Program") during March 2021. She reported on the distribution of prizes pursuant to the WISE Guys Program Giveaway Incentive Program.

Ms. Milberger reviewed updates made to the charts indicating the status of effluent reuse and alternate water credit projects/contracts and tracking reuse usage amounts, copies of which are attached to the Memorandum Regarding Water Conservation and Reuse matters.

Ms. Milberger reported that an update on the status of a potential effluent reuse project with Fort Bend County Municipal Utility District Nos. 34 and 35 ("FB 34 and 35") will be provided at the May meeting of the Authority's CCR Committee.

Ms. Milberger reported that the reclaimed water system pilot program that includes completion of an Integrated Water Management Plan for Fort Bend County Municipal Utility District No. 229 has begun and the 50% submittal for the plan is due by June 15, 2021.

Ms. Milberger reported on kickoff meetings held with the engineers for Fort Bend County Municipal Utility District No. 168 and Charleston Municipal Utility District for their Integrated Water Management Plans due for submission to the Authority by September 20, 2021 and September 22, 2021, respectively.

Following review and discussion, Director Abrahamson moved to approve the Water Conservation and Reuse report, including:

- (1) authorize the renewal of the Authority's annual subscription to the *Fort Bend Star* in the amount of \$75.00;
- (2) authorize the purchase of digital enhancements for the Authority's website redesign project in an amount not to exceed \$2,000.00; and
- (3) authorize payment of an invoice for renewal of the Authority's annual membership in the American Water Works Association in the amount of \$8,921.00.

Director Fay seconded the motion, which passed unanimously.

Ms. Milberger requested that the Board and meeting participants join her in a moment of silence to recognize the recent passing of Doug Brewer of Cinco Municipal Utility District No. 8 and his outstanding dedication to water conservation efforts. She thanked Judy Brewer and Gabrielle Brewer for attending the meeting and stated that a certificate recognizing Mr. Brewer's accomplishments would be mailed to Judy Brewer. A moment of silence was observed.

Ms. Milberger gave a presentation providing an overview on the implementation of the 2020 Larry's Toolbox Program, including summaries of the participants' results in the program's initiatives, survey, and webinar series. She reported that 47 out of the 51 participants in the 2020 Larry's Toolbox Program earned the nine points required to receive quarterly rebate payments of \$0.10 per 1,000 gallons for 2021 water use. She reviewed a chart of the quarterly rebate payments for the Larry's Toolbox Program for 2017-2020.

Ms. Milberger requested that the Board and meeting participants join her in recognizing FB 142 and the City of Fulshear for their outstanding achievements of

earning 19 points each in the 2020 Larry's Toolbox Program. She stated that plaques will be mailed to the members of the Board of FB 142 and the City Council of the City of Fulshear. Mr. Carter thanked the Authority for the recognition and implementing a water conservation program.

CONTRACTS

Ms. Miller reported that the Authority's Finance and Policy Committee recommends that the Board authorize execution of a Second Amendment to the Authority's Software License and Maintenance Agreement with Truepoint Solutions, LLC ("Truepoint"). She stated that the amendment includes a proposal submitted by Truepoint to expand the scope of design and implementation services to complete the transition of the Authority's current pumpage reporting online system to a new pumpage reporting online system in the amount of \$9,900.00.

Ms. Miller reviewed a Proposal and Contract for Valuation and Advisory Services with CBRE, Inc. related to the Authority's proposed acquisition of right-of-way near Greenbusch Road and Saddlespur Lane in the amount of \$4,000.00 per parcel.

Following review and discussion, Director Gay moved to authorize execution of (1) a Second Amendment to the Authority's Software License and Maintenance Agreement with Truepoint in the amount of \$9,900.00; and (2) a Proposal and Contract for Valuation and Advisory Services with CBRE, Inc. in the amount of \$4,000.00 per parcel. Director Fay seconded the motion, which passed unanimously.

RENEWAL OF LETTER OF CREDIT

Ms. Miller reported that the Authority's Letter of Credit issued by Central Bank in the amount of \$1,000,000.00 in favor of CenterPoint Energy Houston Electric, LLC ("CenterPoint") is currently due to expire on June 4, 2021. She discussed the requirements of maintaining the Letter of Credit while the Authority is performing construction activities on CenterPoint property. She stated that the Authority's Finance and Policy Committee recommends that the Board authorize renewal of the Letter of Credit to June 4, 2022, for a fee of \$10,000.00. Following review and discussion, Director Abrahamson moved to authorize renewal of the Letter of Credit to June 4, 2022, for a fee of \$10,000.00, to include execution of (i) an Application and Agreement; (ii) a Promissory Note; (iii) a Notice of Final Agreement; (iv) a Disbursement Request and Authorization; (v) an Assignment of Deposit Account; and (vi) Amendment No. 11 to Letter of Credit. Director Fay seconded the motion, which passed unanimously.

FINANCIAL AND BOOKKEEPING MATTERS AND CONDUCT HEARING REGARDING ANY DELINQUENT FEES AND RULE VIOLATIONS

Mr. Watson presented the bookkeeper's report, including receipts, a list of checks presented for payment, fund and wire transfers, a supplemental cash flow report,

account balances, current period and year-to-date actual versus budget comparisons, and a schedule of debt service payments. A copy of the bookkeeper's report is attached. Following review and discussion, Director Abrahamson moved to approve the bookkeeper's report, including payment of the bills. Director Fay seconded the motion, which passed unanimously.

REGULATORY MATTERS: SUBSIDENCE DISTRICT REGULATIONS AND PERMITTING, AND AUTHORITY'S GRP

Mr. Froehlich presented the engineer's report, a copy of which is attached.

Mr. Froehlich reported on coordination with the Fort Bend Subsidence District on a revised over-conversion credit application for the October 1, 2019 – September 30, 2020, permit period.

Mr. Froehlich reported on matters related to the Authority's GRP, including the monthly amounts of surface water delivered and reclaimed water utilized by the Authority.

Mr. Froehlich reported on BGE's review of a revised requested commitment amount of water to be included in the Authority's GRP pursuant to a proposed GRP Participation Agreement with Brazoria-Fort Bend Counties Municipal Utility District No. 3 ("B-FBC MUD 3") in the amount of 0.92 million gallons per day. He recommended that the Authority reject the requested revised commitment amount and approve the originally requested commitment amount of 0.55 million gallons per day. He stated that ABHR will forward a GRP Participation Agreement containing the originally requested commitment amount to B-FBC MUD 3 for consideration by B-FBC MUD 3's Board of Directors.

ENGINEERING MATTERS: DESIGN, CONSTRUCTION, PROJECTS, AND STUDIES

Mr. Froehlich reported on the status of property acquisition matters for Main Segment 13. Charts summarizing the status of property acquisition matters are attached to the engineer's report.

Mr. Froehlich reported on the status of construction of the reclaimed water distribution system for the Authority's joint reclaimed water system project with Grand Lakes Municipal Utility District Nos. 1, 2, and 4 (collectively, "Grand Lakes"). Mr. Froehlich recommended that the Board approve Pay Estimate No. 1, submitted by McKinney Construction, Inc. ("McKinney") in the amount of \$306,115.20.

Mr. Froehlich reported on the status of construction of the reclaimed water distribution system for the Authority's joint reclaimed water system project with Fort Bend County Municipal Utility District No. 146 ("FB 146") and Fort Bend County

Municipal Utility District No. 194. He reported that the contractor, McKinney, has mobilized and will begin construction on May 3, 2021.

Mr. Froehlich reported on the status of construction of the wastewater treatment plant improvements for the Authority's joint reclaimed water system project with Grand Lakes pursuant to a contract with JTR Constructors Inc. He reported that CenterPoint is scheduled to mobilize on April 26, 2021, to relocate the power poles located near the reuse facilities. He stated that Neil Technical Services, Inc. will mobilize to replace the weatherhead after the power poles are relocated.

Mr. Froehlich reported on the status of construction for the Authority's surface water line connection for Fort Bend County Municipal Utility District No. 30's Water Plant No. 3. He stated that the plant now has permanent power and BGE is coordinating with the contractor, D.L. Elliot Enterprises, Inc., to complete testing, start up, and final inspection.

Mr. Froehlich reported that Farwest Corrosion Control Company has completed all approved repairs for the Authority's cathodic protection system and BGE is awaiting the final testing report.

Mr. Froehlich reported on BGE's coordination with the engineer and attorney for FB 146 and planned coordination with ABHR for the preparation of an agreement for proposed modifications to the Authority's reclaimed water system facilities related to the installation of increased filtration at FB 146's wastewater treatment plant.

Mr. Froehlich reported on the status of RPS Infrastructure, Inc.'s design of Main Segment 11A. He stated that the design consultant is working on obtaining agency approvals for the plans.

Mr. Froehlich reported on BGE's design of the project to extend the steel casing on Main Segment 8B at FM 723 due to the Texas Department of Transportation's ("TxDOT") project to widen FM 723 at Bellaire Boulevard. He stated that BGE is addressing agency comments to the plans, obtaining plan approvals, and coordinating necessary agreements with TxDOT.

Mr. Froehlich reported on the status of a potential effluent reuse project with FB 34 and 35. He stated that BGE is developing a list of landowners from which easements will be needed and ABHR is beginning discussions with involved parties.

Mr. Froehlich reported on the status of the second phase of the Authority's water blending study, including coordination with the engineer for the West Harris County Regional Water Authority (the "WHCRWA") to obtain information required for the study.

Mr. Froehlich reported that BGE continues to review and update the routing studies for Main Segments 14 and 15.

Mr. Froehlich reported on the status of a System Environmental Determination Form and a Cultural Resources Study required for the Authority's proposed 2025 surface water supply system. He stated that work on the wetlands delineation required by the United States Army Corps of Engineers continues. He stated that Fort Bend County's erosion control project on Buffalo Bayou is nearing completion and BGE is obtaining quotes from contractors for the excavation needed to complete the assessment along Buffalo Bayou required by the Texas Historical Commission. He stated that BGE is preparing to send right-of-entry agreements to the affected property owners for access to complete the assessment.

Mr. Froehlich recommended that the Board approve proposals and authorize execution of agreements for professional services with the following design consultants for the Authority's proposed 2025 surface water supply system as listed:

- (1) IDS Engineering Group for Main Segment 13B in the amount of \$402,790.00;
- (2) Jones & Carter, Inc. for Main Segment 13Ci and the connection water line for Fort Bend County Municipal Utility District No. 229 in the amount of \$683,088.65;
- (3) Binkley & Barfield, Inc. for Main Segments 13Cii and D in the amount of \$477,373.00;
- (4) BGE for Main Segment 18A in the amount of \$862,245.58;
- (5) Carollo Engineers, Inc. for Main Segment 19 in the amount of \$748,315.33; and
- (6) HR Green, Inc. for the connection water line Fort Bend County Freshwater Supply District No. 2 in the amount of \$220,096.64.

Mr. Froehlich reported that BGE is reviewing CP&Y, Inc.'s draft report of the results of an inspection of the Authority's surface water supply system as required pursuant to the Authority's Indenture of Trust with Regions Bank, as Trustee for the Authority's Water System Revenue Bonds and Junior Lien Water System Revenue Bonds.

Mr. Froehlich reported that BGE is working with ABHR on a process for obtaining rights-of-entry for the Authority's smart meter conversion project.

REGIONAL PLANNING MATTERS: JOINT PROJECTS AND WATER SUPPLY

Mr. Jones reported that BGE is evaluating engineering costs to include in an invoice being prepared for the WHCRWA's portion of the costs for the generator

replacement project at the Bellaire Pump Station. He stated that installation of three replacement transformers is underway.

Mr. Jones reported that a commemorative event for the Authority's joint Surface Water Supply Project (the "SWSP") with the WHCRWA is scheduled at the Segment C construction site at 10:00 a.m. on May 6, 2021.

Mr. Jones reported that the Authority's bookkeeper has been notified that the TWDB approved the release of escrowed funds for payment of the WHCRWA's first quarter cash call for general program management for the SWSP dated February 11, 2021, in the amount of \$6,251,876.00.

Mr. Jones recommended that the Authority's Board authorize payment of the remaining 30% of the cash call for SWSP Segment C due May 25, 2021, in the amount of \$16,200,000.00. He stated that the TWDB approved payment of the full amount of the cash call last year.

Mr. Jones recommended that the Authority's Board authorize submission of a request for release of escrowed funds to the TWDB for payment of the WHCRWA's cash calls for SWSP Segments B1 and B2 in the amount of \$61,301,072.00 and Segment B3 in the amount of \$25,919,692.40, and payment of the cash calls upon receipt of the TWDB's approvals.

Mr. Jones reported on the status of design, permitting, construction, and property acquisition, as appropriate, for the SWSP, including Segments A, B1/B2, B3, and C1/C2, the Kinder Morgan subsegments, the Segment 3 subsegments, the Repump Station, and the Central Pump Station.

Mr. Jones discussed the status of the Authority's negotiations related to an Amended and Restated Joint Facilities Agreement with the WHCRWA. He reported that ABHR and BGE are currently reviewing with outside counsel a revised draft of the agreement received from the WHCRWA, which includes comments to design and construction and operations and maintenance provisions. He stated that initial comments related to the major rehabilitation and committee review process provisions of the draft agreement have been forwarded to the WHCRWA.

Mr. Jones reported that outside construction legal counsel, Munsch Hardt Kopf & Harr PC, is reviewing BGE's comments to the Construction Management Plan provided to the WHCRWA.

Mr. Jones recommended that the Board approve COH's O&M true-up analysis and proposed credit amount for the Authority's over-payment of operations and maintenance expenses for fiscal year 2020 in the amount of \$883,286.85.

Mr. Pietz reported on the status of construction of the Coastal Water Authority's Luce Bayou Interbasin Transfer Project. He reported that the Capers Ridge Pump Station is approximately 98% complete and startup and testing are estimated to be completed in April 2021. He reported that construction of the dual 96-inch raw water pipelines is 100% complete.

Mr. Pietz updated the Board on COH's Northeast Water Purification Plant Expansion Project per its Design-Build Agreement with the Houston Waterworks Team. He reported on the status of construction for Early Work Package Nos. 1, 2, 4, and 6, the Influent Pump Station, and the Balance of Plant package.

Mr. Froehlich reported that BGE attended a meeting of the TWDB's Region H Water Planning Group held April 7, 2021, at which the Authority's non-voting member representative was updated to Matt Froehlich.

Following review and discussion, Director Fay moved to approve the engineer's report as presented, including:

- (1) approve Pay Estimate No. 1, submitted by McKinney for the Authority's joint reclaimed water system project with Grand Lakes in the amount of \$306,115.20;
- (2) approve proposals and authorize execution of agreements for professional services with the design consultants for the Authority's proposed 2025 surface water supply system as recommended;
- (3) authorize payment of the remaining 30% of the cash call for SWSP Segment C in the amount of \$16,200,000.00;
- (4) authorize submission of a request for release of escrowed funds to the TWDB for payment of the WHCRWA's cash calls for SWSP Segments B1 and B2 in the amount of \$61,301,072.00 and Segment B3 in the amount of \$25,919,692.40, and payment of the cash calls upon receipt of the TWDB's approvals; and
- (5) authorize approval of COH's O&M true-up analyses for fiscal year 2020 in the amount of \$ 883,286.85.

Director Abrahamson seconded the motion, which passed unanimously.

OPERATION OF AUTHORITY FACILITIES

Mr. Clayton presented the operator's report and reported on the operations of the Authority's facilities, including inspections, maintenance, repairs, joint facility expenses, and water accountability. A copy of the operator's report is attached. Mr. Clayton reported that the abnormally high water accountability included in the operator's report was caused by a difference in the timing of the meter readings by

COH and Inframark.

Mr. Clayton discussed additional repairs made to the Authority's facilities attributable to the freeze event and the related costs for the repairs included on a previously distributed preliminary inventory of the Authority's damaged facilities. He reported that the current total estimate for repairs attributable to the freeze event is approximately \$107,000.00.

Following review and discussion, Director Abrahamson moved to accept the operator's report as presented. Director Fay seconded the motion, which passed unanimously.

PARTICIPATION AS AMICUS PARTY IN SAN JACINTO RIVER AUTHORITY V. CITY OF CONROE AND CITY OF MAGNOLIA

Ms. Miller updated the Board on the amicus brief filed in *San Jacinto River Authority v. City of Conroe and City of Magnolia*. She stated that the cities provided a response to the brief and requested oral arguments. She stated that the Board will be kept apprised of any developments in the matter.

FINANCING PLAN MATTERS

Ms. Miller reported on the preparation of an amendment to the Authority's Note Purchase Agreement with JPMorgan Chase Bank, N.A. to extend the term of the Agreement for an additional two-year period, as recommended by the Authority's financial advisor, Terrell Palmer.

REALTY INTEREST ACQUISITION

Ms. Miller reviewed one Water Line Easement for Parcel 17A.19, as listed on the attached Realty Interests Chart. Following review and discussion, Director Patton moved to authorize execution of the Water Line Easement as presented. Director Fay seconded the motion, which passed unanimously.

ADOPT AMENDED ORDER ESTABLISHING A RECORDS RETENTION PROGRAM AND DESIGNATING A RECORDS MANAGEMENT OFFICER

Ms. Miller stated that the Texas Local Government Records Act provides that all local governments must establish an active and continuing records management program that contains policies and procedures that promote cost-effective and efficient recordkeeping. She stated that the Authority's current records management program requires that all Authority records be retained permanently. She reviewed with the Board an Amended Order Establishing a Records Management Program and Designating a Records Management Officer that amends the Authority's records

management program to adopt certain of the recommended retention schedules for municipal utility districts published by the Texas State Library and Archive Commission ("TSLAC") that apply to the Authority, which will allow the Authority to periodically dispose of records once the applicable retention period for that specific information has expired. Ms. Miller reviewed the three TSLAC schedules included in the resolution and stated that the resolution designates ABHR as the Records Management Officer. After review and discussion, Director Gay moved to adopt an Amended Order Establishing a Records Management Program and Designating a Records Management Officer, authorize submission of the Amended Order to TSLAC, and direct that the Amended Order be filed appropriately and retained in the Authority's official records. Director Fay seconded the motion, which passed unanimously.

LEGISLATIVE MATTERS

Ms. Miller reported on the status of certain proposed bills with potential impact to the Authority during the 87th Regular Session of the Texas Legislature.

CONVENE EXECUTIVE SESSION

The Board did not convene in executive session.

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

(SEAL)



/s/ Melony Gay
Secretary, Board of Directors

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