

MINUTES OF THE BOARD OF DIRECTORS

June 10, 2019

The Board of Directors (the "Board") of Bilma Public Utility District (the "District") of Harris County, Texas, met in special session, open to the public, at the Spring Creek Oaks Clubhouse II, 6002 Bur Oak, Spring, Texas 77379, on Monday, June 10, 2019, at 5:00 p.m.; whereupon, the roll was called of the members of the Board, to-wit:

H. Mark Stuebner	President
Dennis E. Winkler	Vice President
F. Anthony Musgrave	Secretary
Cynthia D. Day	Assistant Secretary
Steve Hoffmann	Director

All members of the Board were present, thus constituting a quorum. Also attending the meeting were: Messrs. Howard Wilhite and Michael Potter and Ms. Robin Secrest of Hays Utility South Corporation ("Hays"), operators for the District; Messrs. Justin Abshire, P.E., and Ryan Schilhab, E.I.T., of Jones|Carter, Inc. ("Jones|Carter"), engineers for the District; and Ms. Robin S. Bobbitt, attorney, of Radcliffe Bobbitt Adams Polley PLLC, ("RBAP"), attorneys for the District.

Whereupon, the meeting was called to order and evidence was presented that public notice of the meeting had been given in compliance with the law. The posted notices of the meeting are attached hereto.

REVIEW AND DISCUSS EMERGENCY RESPONSE PLAN (THE "ERP"), AND TAKE ANY NECESSARY ACTIONS ON SAME

Mr. Wilhite first reviewed the ERP and Standard Operating Procedures with the Board. Director Winkler stated that items need to be added to the ERP, including contact information for the Harris County Office of Emergency Management and Trinity Lutheran Church in the event of an emergency. Ms. Bobbitt suggested also adding any other churches that are within the District. Director Winkler then stated that the prepared messages in the event of an emergency also need to be updated. Director Musgrave stated that he would like a planned protocol of who is authorized to approve the dissemination of an emergency message and a plan in place for communicating emergency situations to District residents. Director Stuebner noted that he had provided Mr. Wilhite with a list of potential emergency situations that would require an emergency response, such as a boil water notice, water line break or sewer and/or water plant shut down. Director Winkler asked if the Board President has previously been authorized to act in an emergency situation. The Board concurred that a policy is needed to provide the Board President with the authority to act in an emergency situation. Ms. Bobbitt also suggested including a priority of authority and spending limit to apply during an emergency. Discussion then ensued regarding holding emergency meetings. Director Winkler next stated that a priority contact list needs to be prepared for notification purposes in the event of an emergency. Director Winkler also stated that he will never again wait on approval to send out an emergency message to District residents. Mr. Wilhite stated that he has updated the form of the boil water notice to

include exactly what the Texas Commission on Environmental Quality requires, which has been included in the ERP. Mr. Wilhite also stated that he has had signs prepared with reflective lettering to be used in a boil water situation. Director Musgrave asked if the signs should just direct District residents to the District's website. Discussion ensued regarding the emergency signs. The Board concurred to review the ERP and provide any comments or revisions to Hays. Mr. Potter then suggested that the District perform a drill to practice the ERP. Director Winkler agreed that an emergency drill should be performed. Ms. Bobbitt suggested having an emergency walk-through drill at the August Board meeting. Ms. Bobbitt then reminded the Board that she will be out of the country on the Board's July meeting.

UPDATE ON PARK MATTERS, AND TAKE ANY NECESSARY ACTIONS ON SAME

Director Winkler reported that he and Director Hoffmann have a meeting scheduled with Ms. Tara Klein of Four and One Landscape Architecture, landscape architect for the District, on June 21st to discuss park matters.

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

PASSED, APPROVED AND ADOPTED this 11th day of July, 2019.




Secretary, Board of Directors