

DRAFT

MINUTES
CINCO MUNICIPAL UTILITY DISTRICT NO. 1
(Master)

April 10, 2024

The Board of Directors (the “Board”) of Cinco Municipal Utility District No. 1 (the “District”) met in regular session, open to the public, on the 10th day of April, 2024, at the offices of Allen Boone Humphries Robinson LLP, 3200 Southwest Freeway, Suite 2600, outside the boundaries of the District, and the roll was called of the members of the Board:

Mike Price	President
Dan Whitton	Vice President
Sharon Bauer	Secretary
Jim Cusack	Assistant Vice President
Robert Duncan	Assistant Secretary

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

Also present at the meeting were Cara Sliva of Artesian Financial Services, LLC (“AFS”); Carl Jarvis of Champion Technology Services (“Champion”); John Taylor of Masuen Consulting, LLC (“Masuen”); Larry Mueller of BGE, Inc.; Russell Piper of Inframark Water & Infrastructure Services (“Inframark”); and Heather Trachtenberg, Jennifer Ramirez, and Maricela Guerrero of Allen Boone Humphries Robinson LLP (“ABHR”).

The District established a telephone option for members of the public to listen to the meeting and to address the Board. There was no one on the telephone.

PLEDGE OF ALLEGIANCE

The Board conducted the Pledge of Allegiance.

COMMENTS FROM THE PUBLIC

There were no comments from the public.

APPROVE MINUTES

The Board considered approving the minutes of the March 13, 2024, regular meeting. After review and discussion, Director Bauer moved to approve the minutes of the March 13, 2024, regular meeting, as submitted. Director Cusack seconded the motion, which passed unanimously.

RESOLUTION ADOPTING POLICY FOR PUBLIC COMMENT

The Board reviewed a proposed Resolution Adopting Policy for Public Comment for the purpose of promoting the orderly conduct of District business during Board meetings. Following review and discussion, Director Cusack moved to adopt the Resolution Adopting Policy for Public Comment and direct that the Resolution be filed appropriately and retained in the District's official records. Director Duncan seconded the motion, which passed unanimously.

ADOPT RESOLUTION ESTABLISHING ADDITIONAL OUT-OF-DISTRICT MEETING PLACE

The Board considered adopting a Resolution Establishing Additional Out-of-District Meeting Places, reflecting the offices of BGE, Inc., located at 23501 Cinco Ranch Blvd., Suite A-250, Katy, Texas 77494, and The Golf Club at Cinco Ranch, located at 23030 Cinco Ranch Blvd., Katy, TX 77450, as District meeting places. After review and discussion, Director Bauer moved to adopt the Resolution Establishing Additional Out-of-District Meeting Places and direct that the Resolution be filed and noticed appropriately and retained in the District's official records. Director Duncan seconded the motion, which passed unanimously.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Sliva reviewed the bookkeeper's report, a copy of which is attached, and the checks presented for payment.

After review and discussion, and based on the bookkeeper's recommendation, Director Cusack moved to approve the bookkeeper's report and the checks presented for payment. Director Bauer seconded the motion, which passed unanimously.

WATER CONSERVATION REPORT

Mr. Taylor reviewed the water conservation report, a copy of which is attached, including the water budget compliance report.

In response to an inquiry from the Board regarding the locations of the reclaimed irrigation controllers referenced in Masuen's report, Mr. Taylor stated that he has an online application that has the location of the reclaimed irrigation controllers identified, which he can make available for the meeting each month.

After review and discussion, and based on Masuen's recommendation, Director Duncan moved to approve the water conservation report. Director Cusack seconded the motion, which passed unanimously.

OPERATION MATTERS

Mr. Piper reviewed the operator's report, a copy of which is attached, and stated water accountability for the previous month was 95%. He updated the Board regarding repairs and maintenance performed during the previous month.

Mr. Piper reported that for the month of March there was one excursion at the South Wastewater Treatment Plant ("WWTP") due to a failure of the bladder boot on the sand filter and one excursion at the Central WWTP due to a clogged clarifier line, both of which were reported to the Texas Commission on Environmental Quality ("TCEQ").

Mr. Piper stated that the well motor for water well no. 7 requires repair in the amount of \$34,515.00 or replacement in the amount of \$85,953.00. He stated that Inframark recommends repair.

Mr. Piper reported on the operations of the Microfiltration Reverse Osmosis Plant ("RO Plant"). He reviewed with the Board the sequence of remaining events to put the RO Plant and Jasper Well No. 1 fully into service. Mr. Mueller stated that Corona Environmental Consulting ("Corona") recommended certain modifications to the District's poly/ortho-phosphate treatment protocols, which will require TCEQ approval. He stated that BGE is working on the project submittal to the TCEQ in coordination with Inframark and Corona.

The Board discussed tracking the total expenses necessary to operate the RO Plant and Jasper Well No. 1. After discussion, the Board requested that Inframark prepare a project budget tracker for the RO Plant and Jasper Well No. 1 for Board's review for the next regular meeting. The Board also requested that AFS include the electricity usage details for the RO Plant and Jasper Well No. 1 in future bookkeeping reports.

After review and discussion, and based on the operator's recommendation, Director Cusack moved to (1) approve the operator's report; and (2) approve the repair of the well motor for water well no. 7 in the amount of \$34,515.00. Director Bauer seconded the motion, which passed unanimously.

Mr. Jarvis discussed the previously presented proposal for an additional user license for the SCADA software, noting that Champion was able to reduce the amount of proposal to approximately \$15,670.00.

Mr. Jarvis reviewed the previously presented proposal for conducting a security audit of the District's facilities, noting that Champion was able to reduce the amount of proposal to approximately \$19,850.00.

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After review and discussion, Director Cusack moved to approve the proposals for the additional user license for the SCADA software and the security audit of the District's facilities in a total amount not to exceed \$38,000.00. Director Bauer seconded the motion, which passed unanimously.

ENGINEERING MATTERS

Mr. Mueller reviewed the engineer's report, a copy of which is attached.

Mr. Mueller reviewed a draft system-wide water quality monitoring plan prepared by Corona.

Mr. Mueller updated the Board on the status of construction of the effluent reuse facility at the Cinco Regional WWTP. He had no action items from JTR Constructors.

Mr. Mueller requested the Board defer award of contract for the Phase 2 reclaimed distribution system, pending receipt of bids.

Mr. Mueller updated the Board on the status of design of the irrigation retrofit of the Phase 2 system.

Mr. Mueller requested the Board approve the plans and specifications and authorize advertisement for bids for the chloramine conversion project for the District's water plants. He stated that the North Fort Bend Water Authority informed the District that the construction of the surface water line to the District is progressing quickly and the conversion project should proceed immediately.

Mr. Mueller updated the Board on the status of design of the ultraviolet system replacement project at the South WWTP.

After review and discussion, and based on the engineer's recommendation, Director Duncan moved to (1) approve the engineer's report; and (2) approve the plans and specifications and authorize advertisement for bids for the chloramine conversion project for the District's water plants. Director Bauer seconded the motion, which passed unanimously.

Director Duncan left the meeting.

FUNDING OF REGIONAL FACILITIES AND AUTHORIZE APPROPRIATE ACTION

There was no discussion on this agenda item.

U.S. ARMY CORPS OF ENGINEERS LITIGATION

There was no discussion on this agenda item.

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MEETING SCHEDULE AND ITEMS FOR INCLUSION ON THE NEXT AGENDA

The Board discussed the regular meeting schedule for May.

TOWN HALL PLANNING MATTERS

The Board discussed planning matters for the Town Hall meeting to be held on April 23, 2024.

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

Secretary, Board of Directors

(SEAL)

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