

MINUTES  
CINCO REGIONAL PLANT OPERATING COMMITTEE

October 12, 2023

Patrick Cathcart	Harris County MUD 81
George Goff	Harris County MUD 81
Crystal Sampson	Memorial MUD
Buddy Trotter	Memorial MUD
Len Forsyth	Mason Creek UD
Morgan Stagg	Cornerstones MUD
Tony Garza	Cornerstones MUD
Kate Hallaway	Engineer
Pam Redden	Bookkeeper
Whitney Aelmore	Operator
Kim Cannon	MUD 81 Legal Assistant
Katie Carner	MUD 81 Attorney
Virginia Goff	Member of the public

APPROVE MINUTES

The Committee considered approving the minutes of the September 14, 2023, meeting of the Cinco Regional Plant (the "Plant") Operating Committee. After discussion, Ms. Stagg moved to approve the minutes, as submitted. Mr. Trotter seconded the motion, which carried by unanimous vote.

RECEIVE REPORT OF BOOKKEEPER

Ms. Redden presented the bookkeeper's report on the Plant funds, a copy of which is attached. She reviewed the Plant account, the bills to be paid, budget comparison, annual energy billings, connection worksheet, analysis of reserve fund, and investments for the Plant account.

After discussion, Ms. Stagg moved to approve the bookkeeper's report and payment of the bills. Mr. Trotter seconded the motion, which carried by unanimous vote.

RECEIVE REPORT OF OPERATOR

Ms. Aelmore reviewed the operator's report, which includes maintenance and repairs to the Plant. A copy of the operator's report is attached.

Ms. Aelmore stated the on-site sampler has been ordered.

After review and discussion, Mr. Trotter moved to approve the operator's report. Ms. Stagg seconded the motion, which passed unanimously.

RECEIVE REPORT OF ENGINEER

Ms. Hallaway presented the engineer's report and reported on the wastewater treatment plant flows for each Participant. A copy of the engineer's report is attached.

DISCUSS PLANT CAPITAL IMPROVEMENT PLAN ("CIP")

Ms. Hallaway discussed the CIP, a copy of which is attached to the engineer's report.

AUTHORIZE DESIGN OF PLANT ELECTRICAL IMPROVEMENTS

Ms. Hallaway discussed the electrical improvements needed at the Plant and stated the estimated cost is \$170,000.00. She stated BGE is still finalizing the design proposal for the project.

APPROVE PLANS AND SPECIFICATIONS AND AUTHORIZE ADVERTISEMENT FOR BIDS FOR PHASE 4 TRUNK LINE SANITARY SEWER MANHOLE REHABILITATION

Ms. Hallaway stated BGE is preparing the plans and specifications for the phase 4 trunk line sanitary sewer manhole rehabilitation project. She stated that BGE is addressing comments from Harris County and Harris County Flood Control District ("HCFCD").

APPROVE PLANS AND SPECIFICATIONS AND AUTHORIZE ADVERTISEMENT FOR BIDS FOR THE TRUNKLINE MANHOLE REHABILITATION, PHASES 5 & 7

Ms. Hallaway stated BGE has finalized the plans and specifications and is coordinating the final plan review with Harris County. She noted that HCFCD has approved the project and BGE will bid the project after the trunkline rehabilitation is complete.

PAY ESTIMATES, CHANGE ORDERS, SUBSTANTIAL COMPLETION AND FINAL ACCEPTANCE FOR THE TRUNK LINE SANITARY SEWER REHABILITATION, PHASES 5 AND 7

Ms. Hallaway stated Texas Pride Utilities ("TPU") is the contractor for the trunk line sanitary sewer rehabilitation, phases 5 and 7. She then presented and recommended approval of Pay Estimate No. 2 in the amount of \$382,730.40.

CINCO MUNICIPAL UTILITY DISTRICT NO. 1 EFFLUENT REUSE SYSTEM,  
INCLUDING UPDATE ON CONSTRUCTION OF RECLAIMED WATER  
FACILITIES

Ms. Hallaway stated Cinco MUD No. 1 has accepted the bid from JTR Constructors in the amount of \$7,600,972.00 for the construction of the reuse system.

Discussion ensued regarding the Texas Commission on Environmental Quality's ("TCEQ") review of the reclaimed water permit application. Ms. Hallaway stated the draft permit has been received and comments have been provided back to the TCEQ.

Following review and discussion, and based on the engineer's recommendation, Mr. Trotter moved to approve the engineer's report and Pay Estimate No. 2 in the amount of \$382,730.40, payable to TPU. Ms. Stagg seconded the motion, which carried by unanimous vote.

DISCUSS NOVEMBER AND DECEMBER MEETING SCHEDULE

The Council discussed the upcoming November and December meeting dates for the Operating Committee and the Cinco Regional Sewage Treatment Plant ("STP"). The Council agreed to meet on November 9, 2023, at 6:00 p.m. for the Operating Committee meeting and November 16, 2023, at 6:00 p.m. for the STP meeting. The Council then agreed to schedule the December Operating Committee meeting for December 7, 2023, at 6:00 p.m. and to schedule the STP meeting for December 14, 2023, at 6:30 p.m. with the holiday party immediately after.

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

LIST OF ATTACHMENTS

	Minutes
	<u>Page</u>
Bookkeeper's report.....	1
Operator's report.....	1
Engineer's report.....	2