

MINUTES
CINCO REGIONAL PLANT OPERATING COMMITTEE

November 9, 2023

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

APPROVE MINUTES

The Committee considered approving the minutes of the October 12, 2023, meeting of the Cinco Regional Plant (the "Plant") Operating Committee. After discussion, Ms. Stagg moved to approve the minutes, as submitted. Mr. Williams 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.

Ms. Redden distributed a draft of the Plant budget. Discussion ensued regarding line-item changes.

After discussion, Ms. Stagg moved to approve the bookkeeper's report and payment of the bills. Mr. Williams 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 replacement is complete.

Ms. Aelmore discussed the automatic transfer switch on the generator. She reviewed a proposal for repair in the amount of \$13,099.00. She stated she will present a replacement proposal for consideration at the next meeting for price comparison.

After review and discussion, Ms. Stagg moved to approve the operator's report. Mr. Forsyth 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 has received approval for the plans and specifications for the phase 4 trunk line sanitary sewer manhole rehabilitation project from Harris County and Harris County Flood Control District ("HCFCD"). She then requested approval of the plans and specifications and authorization to advertise for bids for the project.

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.

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, Ms. Stagg moved to (1) approve the engineer’s report; and (2) approve the plans and specifications and authorize advertisement for bids for the Phase 4 trunkline sanitary sewer manhole rehabilitation project. Mr. Forsyth seconded the motion, which carried by unanimous vote.

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

LIST OF ATTACHMENTS

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