

MINUTES
CINCO MUNICIPAL UTILITY DISTRICT NO. 3

March 21, 2024

The Board of Directors (the "Board") of Cinco Municipal Utility District No. 3 (the "District") met in regular session, open to the public, on the 21st day of March, 2024, at the offices of Inframark Water & Infrastructure Services, 2002 West Grand Parkway North, Suite 100, Katy, Texas, outside the boundaries of the District, and the roll was called of the members of the Board:

Linda Larvin	President
Christina Och	Vice President
Kent Fahey	Secretary
Mark Canady	Assistant Secretary
Douglas Schroeder	Assistant Vice President

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

Also attending the meeting were Lynnette Tujague of District Data Services, Inc.; Ashlie Whittemore of Wheeler & Associates, Inc.; Robert Miller of Inframark Water & Infrastructure Services; and Greer Pagan and Kathryn Blanton of Allen Boone Humphries Robinson LLP.

COMMENTS FROM THE PUBLIC AND FUTURE AGENDA ITEMS

There were no public comments.

APPROVE MINUTES

The Board considered approving the minutes of the February 15, 2024, regular meeting. Following review and discussion, Director Schroeder moved that the minutes be approved, as submitted. Director Fahey seconded the motion, which passed unanimously.

2024 DIRECTORS ELECTION

Mr. Pagan discussed procedures related to the 2024 Directors Election. He presented a Certificate Declaring Unopposed Status of Candidates for Election to the Board of Directors executed by the Secretary's agent stating that the District received two candidate applications for the two director positions for the May 4, 2024, Directors Election. Following review and discussion, Director Fahey moved to accept the Certificate Declaring Unopposed Status of Candidates for Election to the Board of Directors and direct that the Certificate be filed appropriately and retained in the

District's official records. Director Och seconded the motion, which passed unanimously.

Mr. Pagan presented an Order Cancelling Election and Declaring Unopposed Candidates Elected to Office (the "Order Cancelling") stating that the May 4, 2024, Directors Election is cancelled and that the unopposed candidates, Mr. Douglas W. Schroeder and Mr. Mark Canady, are declared elected to office to serve from the May 4, 2024, election until the May 6, 2028, Directors Election. He reviewed the posting requirements for the Order Cancelling. Following review and discussion, Director Fahey moved to ratify the adoption of the Order Cancelling Election and Declaring Unopposed Candidates Elected to Office, authorize the Secretary's agent to post the Order Cancelling, as required, and direct that the Order Cancelling be filed appropriately and retained in the District's official records. Director Och seconded the motion, which passed unanimously.

Mr. Pagan discussed that the Board had approved entering into a contract with Fort Bend County (the "County") to administer the District's 2024 Directors Election. Following discussion, Director Fahey moved to cancel the contract with the County for election services for the May 4, 2024, Directors Election. Director Och seconded the motion, which passed unanimously.

DISCUSS SIDEWALK IMPROVEMENTS ON MASON ROAD

Mr. Pagan discussed the Interlocal Agreement with Willow Fork Drainage District for sidewalk improvements on Mason Road.

GARBAGE AND RECYCLING MATTERS

There was no discussion on this agenda item.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Tujague presented and reviewed the bookkeeper's report and payment of the bills, a copy of which is attached.

Following review and discussion, Director Och moved to approve the bookkeeper's report and payment of the bills. Director Fahey seconded the motion, which passed unanimously.

TAX ASSESSMENT AND COLLECTIONS MATTERS

Ms. Whittemore presented and reviewed the tax assessor/collector's report and delinquent tax roll with the Board, copies of which are attached. Following review and discussion, Director Fahey moved to approve the tax assessor/collector's report

including payment of the tax bills. Director Och seconded the motion, which passed unanimously.

OPERATION OF DISTRICT FACILITIES/TERMINATION OF SERVICE

Mr. Miller presented and reviewed the operator's report, a copy of which is attached. He discussed operation, maintenance, and repairs of District facilities. He stated that the water accountability for the previous month was 96%.

Mr. Miller presented a list of delinquent customers and reported the residents on the termination list were delinquent in payment of their water and sewer bills and were given written notification, in accordance with the District's Rate Order, prior to the meeting of the opportunity to appear before the Board of Directors to explain, contest, or correct their bills and to show why utility services should not be terminated for reason of non-payment.

Following review and discussion, Director Och moved to (1) approve the operator's report; (2) authorize termination of delinquent accounts in accordance with the District's Rate Order; and (3) direct that the delinquent customer list be filed appropriately and retained in the District's official records. Director Schroeder seconded the motion, which passed unanimously.

REVIEW DROUGHT CONTINGENCY PLAN AND ORDER ADOPTING AMENDED AND RESTATED DROUGHT CONTINGENCY PLAN

Mr. Pagan stated that the Texas Commission on Environmental Quality ("TCEQ") rules require that the District review and adopt an Amended and Restated Drought Contingency Plan prior to May 1, 2024. Mr. Pagan reviewed an Amended and Restated Drought Contingency Plan with the Board. Following review and discussion, Director Fahey moved to adopt an Order Adopting Amended and Restated Drought Contingency Plan; Providing for Implementation and Enforcement Thereof; Providing Penalties for Violations; and Containing Other Provisions Related to the Subject, subject to final review and direct that the Order be filed appropriately and retained in the District's official records. Director Schroeder seconded the motion, which passed unanimously.

WATER CONSERVATION PLAN

The Board concurred to table this matter.

ENGINEERING MATTERS

Mr. Miller reviewed the current Emergency Preparedness Plan ("EPP"), stating that updates to contact information will be completed. Following review, Director

Fahey moved to (1) adopt the updated EPP; and (2) authorized the engineer to file the updated EPP with the TCEQ. Director Schroeder seconded the motion, which passed unanimously.

DISTRICT WEBSITE MATTERS

There was no discussion on this agenda item.

NORTH FORT BEND WATER AUTHORITY MATTERS

There was no discussion on this agenda item.

CINCO MUNICIPAL UTILITY DISTRICT NO. 1 MATTERS

There was no discussion on this agenda item.

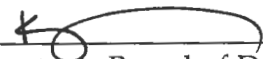
WILLOW FORK DRAINAGE DISTRICT MATTERS

There was no discussion on this agenda item.

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

(SEAL)




Secretary, Board of Directors

LIST OF ATTACHMENTS TO MINUTES

	Minutes
	<u>Page</u>
Bookkeeper's report.....	2
Tax assessor/collector's report	2
Operator's report.....	3