

MINUTES  
CINCO MUNICIPAL UTILITY DISTRICT NO. 1  
(Internal)

July 13, 2022

The Board of Directors (the "Board") of Cinco Municipal Utility District No. 1 (the "District") met in regular session, open to the public, on July 13, 2022, at the offices of Allen Boone Humphries Robinson LLP, 3200 Southwest Freeway, Suite 2600, Houston, Texas, outside the boundaries of the District, and the roll was called of the members of the Board:

Jim Cusack	Vice President
Sharon Bauer	Secretary
Kermit Palmer	Assistant Vice President
Mike Price	Assistant Secretary
Dan Whitton	Director

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

Also attending the meeting were Robert Stowe, members of the public; Leroy Eaglin, director of Mission Bend Municipal Utility District No. 2; David Drake, director of Cinco Municipal Utility District No. 7; Lisa Rickert and Cara Sliva of Artesian Financial Services, LLC ("AFS"); Jacob Floyd of Langford Engineering, Inc.; Larry Mueller of BGE, Inc. ("BGE"); Stephanie Dorrough of Wheeler & Associates, Inc.; Roger van Hauen of Masuen Consulting, LLC; ElizaBeth Reeves of Inframark Water & Infrastructure Services ("Inframark"); Carl Jarvis of Champion Technology Services, LLC; and Sanjay Bapat and Jennifer Ramirez of Allen Boone Humphries Robinson LLP ("ABHR").

PLEDGE OF ALLEGIANCE

The Board conducted the Pledge of Allegiance.

PUBLIC COMMENTS

There was no discussion on this agenda item.

MINUTES

The Board considered approving the minutes of the June 3, 2022, special meeting, and June 7, 2022, regular meeting. After discussion, Director Whitton moved to approve the minutes of the June 3, 2022, special meeting, and June 7, 2022, regular meeting, as presented. Director Bauer seconded the motion, which passed by a vote of

3-0 with Director Palmer absent from the meeting.

DISTRICT WEBSITE MATTERS

There was no discussion on this agenda item.

RESOLUTION ESTABLISHING ADDRESSES AND METHODS FOR TEXAS PUBLIC INFORMATION ACT REQUESTS

Mr. Bapat reviewed with the Board a memorandum regarding designating addresses and methods for receipt of requests for public information under the Texas Public Information Act ("TPIA Requests"), a copy of which is attached. The Board considered designating a mailing address and an email address and approving other methods for receipt of TPIA Requests, pursuant to Section 552.234 of the Texas Government Code.

After review and discussion, Director Whitton moved to (1) adopt a Resolution Establishing Addresses and Methods for Texas Public Information Act Requests ("Resolution") to designate the address of the District's official office as the mailing address and [cin001@txdistricts.info](mailto:cin001@txdistricts.info) as the email address for receipt of TPIA requests to the District as methods for submittal of TPIA Requests to the District, and direct that the designated addresses and methods be printed on the sign displayed by the District under Section 552.205, Texas Government Code and posted continuously on the District's website; and (2) direct that the Resolution be filed appropriately and retained in the District's official records. Director Bauer seconded the motion, which passed by a vote of 3-0 with Director Palmer absent from the meeting.

DISCUSS ASSOCIATION OF WATER BOARD DIRECTORS ("AWBD") SUMMER CONFERENCE, APPROVE REIMBURSEMENT OF ELIGIBLE EXPENSES, AND AUTHORIZE ATTENDANCE AT WINTER CONFERENCE

The Board discussed the AWBD summer conference and attendance at the winter AWBD conference. After discussion, Director Bauer moved to approve reimbursement of eligible director expenses from the summer AWBD conference, which the bookkeeper confirmed are in compliance with the District's Travel Reimbursement Guidelines, and authorize any interested directors to attend the winter AWBD conference. Director Whitton seconded the motion, which passed by a vote of 3-0 with Director Palmer absent from the meeting.

TAX ASSESSOR/COLLECTOR'S REPORT

Ms. Dorrough reviewed the tax assessor/collector's report for the month of April, a copy of which is attached. She reported that 99.52% of the District's 2021 taxes have been collected as of June 30, 2022.

After review and discussion, and based on the tax assessor/collector's recommendation, Director Bauer moved to approve the tax assessor/collector's reports and payment of the tax bills. Director Whitton seconded the motion, which passed by a vote of 3-0 with Director Palmer absent from the meeting.

Director Palmer entered the meeting.

#### BOOKKEEPER'S REPORT

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

After review and discussion, Director Bauer moved to approve the bookkeeper's report and payment of the bills. Director Palmer seconded the motion, which passed unanimously.

#### REPORT REGARDING WATER CONSERVATION MATTERS

There was no discussion on this agenda item.

#### PROJECT BARKER UPDATE, INCLUDING APPROVAL OF INTERLOCAL AGREEMENT

There was no discussion on this agenda item.

#### OPERATOR'S REPORT

Ms. Reeves reviewed the operator's report, a copy of which is attached, and updated the Board regarding facility repairs. She stated water accountability for the previous month was 96%.

Ms. Reeves reported that there was one excursion at the South Wastewater Treatment Plant ("WWTP") and one excursion at the Central WWTP, both of which were reported to the Texas Commission on Environmental Quality ("TCEQ").

After review and discussion, and based on the operator's recommendation, Director Palmer moved to approve the operator's report. Director Bauer seconded the motion, which passed unanimously.

#### HEARING ON TERMINATION OF WATER AND SEWER SERVICE

The Board conducted a hearing on the termination of utility service. Ms. Reeves reported that the customers appearing on the termination list were given proper notice and an opportunity to explain, contest, or correct the utility service bills and show reason why utility service should not be terminated for reason of nonpayment, all as

required by the District's Rate Order. After discussion, Director Palmer moved that since the customers on the termination list did not attend the meeting or present any written statement on the matter, utility service should be terminated to all of the accounts. Director Bauer seconded the motion, which passed unanimously.

ENGINEER'S REPORT

There was no discussion on this agenda item.

BARKER RESERVOIR MATTERS, INCLUDING POTENTIAL PROJECTS AND LITIGATION

There was no discussion on this agenda item.

MEETING SCHEDULE AND ITEMS FOR INCLUSION ON THE NEXT AGENDA

The Board concurred to hold the next internal meeting on August 2, 2022 at 11 a.m., at the offices of ABHR, subject to confirming a quorum.

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

(SEAL)



  
Secretary, Board of Directors

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