

MINUTES
CINCO MUNICIPAL UTILITY DISTRICT NO. 1
(Internal)

October 5, 2021

The Board of Directors (the “Board”) of Cinco Municipal Utility District No. 1 (the “District”) met in regular session, open to the public, on October 5, 2021, at the offices of Allen Boone Humphries Robinson LLP, 3200 Southwest Freeway, Suite 2400, Houston, Texas, outside the boundaries of the District, and the roll was called of the members of the Board:

G. Tim Lawrence	President
Jim Cusack	Vice President
Sharon Bauer	Secretary
Kermit Palmer	Assistant Vice President
Mike Price	Assistant Secretary

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

Also attending the meeting were Fran Matuska and Tina Tran of F. Matuska, Inc. (“FMI”); Larry Mueller of BGE, Inc. (“BGE”); Rene Andel of Wheeler & Associates, Inc.; Jeffrey Knight and Roger Van Hauen of Masuen Consulting, LLC; ElizaBeth Reeves of Inframark Water & Infrastructure Services (“Inframark”); and Harry H. Thompson and Jennifer Ramirez of Allen Boone Humphries Robinson LLP (“ABHR”).

Due to the COVID-19 virus epidemic emergency and the high threat level warnings issued by various governments and agencies, 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.

PUBLIC COMMENTS

There were no comments from the public.

MINUTES

The Board considered approving the minutes of the September 7, 2021, regular meeting. After discussion, Director Palmer moved to approve the minutes of the

September 7, 2021, regular meeting, as presented. Director Price seconded the motion, which passed unanimously.

DISTRICT WEBSITE MATTERS

The Board discussed website matters. The Board requested Off Cinco provide a monthly website analytics report.

TAX ASSESSOR/COLLECTOR'S REPORT

Ms. Andel reviewed the tax assessor/collector's report, a copy of which is attached. She reported that 100% of the District's 2020 taxes have been collected as of September 30, 2021.

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

BOOKKEEPER'S REPORT

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

Ms. Matuska discussed plans for her upcoming retirement and reported that FMI is now a wholly owned subsidiary of Texas Utility Bookkeeping. She then introduced Ms. Tran as the District's new meeting representative. Ms. Matuska stated that the Board will need to appoint a new Investment Officer at the next regular meeting. Discussion ensued, and the Board commended Ms. Matuska on her exemplary work as the District's bookkeeper.

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

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 94%.

Ms. Reeves reported that there were three excursions at the South Wastewater Treatment Plant ("WWTP") and they were reported to the Texas Commission on Environmental Quality ("TCEQ"). She stated there were no exceedances at the Central WWTP.

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After review and discussion, 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

There were no accounts submitted for termination of water and sewer service.

REPORT REGARDING WATER CONSERVATION

Mr. Knight updated the Board regarding water conservation matters.

Mr. Knight reviewed a proposed budget for general consulting services for the fiscal year ending September 30, 2022, in an amount not to exceed \$20,000.00.

After review and discussion, Director Palmer moved to approve the proposed budget for general consulting services for the fiscal year ending September 30, 2022, in an amount not to exceed \$20,000.00. Director Cusack seconded the motion, which passed by unanimous vote.

ENGINEER'S REPORT

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

Mr. Mueller updated the Board on the status of the Jasper Well No. 1, including the transfer pump upgrade project. He stated that the Microfiltration and Reverse Osmosis Plant will be shut down on October 18, 2021, to complete the work. He reviewed and recommended approval of Change Order No. 19 to increase the contract in the amount of \$6,349.69, submitted by Alsay, Inc., for improvements to the scrubber unit. The Board determined that the Change Order was beneficial to the District.

Mr. Mueller reported that the installation of the new pumping equipment at Water Well No. 6 is complete.

Mr. Mueller updated the Board on the status of obtaining Chapter 210 authorization for the Phase 2 facilities. He stated the application is almost ready for submittal to the TCEQ.

After review and discussion, Director Cusack moved to (1) approve the engineer's report; and (2) approve Change Order No. 19 to increase the contract in the amount of \$6,349.69, submitted by Alsay, Inc., based on the engineer's recommendation and the Board's determination that the Change Order is beneficial to the District. Director Palmer seconded the motion, which passed unanimously.

MEETING SCHEDULE AND ITEMS FOR INCLUSION ON THE NEXT AGENDA

The Board concurred to hold the next internal meeting on November 2, 2021, at

the offices of ABHR.

Mr. Thompson stated that the Willow Fork Drainage District will hold a meeting on October 19, 2021, to discuss Project Barker. After discussion, the Board concurred to schedule a special meeting for attendance at the meeting.

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

Secretary, Board of Directors

(SEAL)

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