

DRAFT

MINUTES CINCO MUNICIPAL UTILITY DISTRICT NO. 3

May 18, 2023

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 18th day of May, 2023, 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 Dennis Spellman, a resident of the District; Josh Hargrave of Brown & Brown Lone Star Insurance Services, Inc. (“Brown & Brown”); Angela Airies of District Data Services, Inc.; Rene Andel of Wheeler & Associates, Inc.; Robert Miller of Inframark Water & Infrastructure Services (“Inframark”); and Greer Pagan and Kathryn Blanton of Allen Boone Humphries Robinson LLP (“ABHR”).

COMMENTS FROM THE PUBLIC AND FUTURE AGENDA ITEMS

There were no public comments.

APPROVE MINUTES

The Board considered approving the minutes of the April 20, 2023, regular meeting. After review and discussion, Director Schroeder moved that the minutes be approved, as submitted. Director Och seconded the motion, which passed unanimously.

DISCUSS SIDEWALK IMPROVEMENTS ON MASON ROAD

The Board discussed potential funding for sidewalk improvements on Mason Road.

GARBAGE AND RECYCLING MATTERS

The Board reviewed and discussed proposals for garbage and recycling collection services submitted in advance by Royal Eagle Waste and Best Trash, LLC (“Best Trash”), copies of which are attached.

Following review and discussion, Director Och moved to (1) approve a Notice of Non-Renewal Letter to Texas Pride Disposal effective August 1, 2023; and (2) approve the proposed service agreement with Best Trash at the monthly rate of \$22.80 per resident, subject to finalization by ABHR. Director Schroeder seconded the motion, which passed unanimously.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Airies presented and reviewed the bookkeeper’s report and payment of the bills, a copy of which is attached. After review and discussion, Director Schroeder moved to approve the bookkeeper’s report and payment of the bills. Director Fahey seconded the motion, which passed unanimously.

AUTHORIZE RENEWAL OF DISTRICT’S INSURANCE POLICIES

Mr. Hargrave reviewed a proposal from Brown & Brown to renew the District’s insurance policies. After review and discussion, Director Och moved to approve the proposal from Brown & Brown to renew the District’s insurance policies and direct that it be filed appropriately and retained in the District’s official records. Director Schroeder seconded the motion, which passed unanimously.

TRAVEL REIMBURSEMENT GUIDELINES AND DIRECTOR EXPENSES FOR THE ASSOCIATION OF WATER BOARD DIRECTORS (“AWBD”) SUMMER CONFERENCE

The Board reviewed the District’s Travel Reimbursement Guidelines and discussed directors’ expenses for the AWBD summer conference.

TAX ASSESSMENT AND COLLECTIONS MATTERS; INCLUDING DELINQUENT TAX COLLECTIONS AND PAYMENT OF TAX BILLS

Ms. Andel presented and reviewed the tax assessor/collector’s report, delinquent tax roll with the Board, copies of which are attached. After review and discussion, Director Fahey moved to approve the tax assessor/collector’s report and payment of the tax bills Director Larvin 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 95%.

Mr. Miller reviewed the North Fort Bend Water Authority proposed 2023 Water Conservation Program initiatives.

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.

After review and discussion, Director Fahey 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.

APPROVE CONSUMER CONFIDENCE REPORT ("CCR")

Mr. Miller reviewed the CCR with the Board, a copy of which is attached to the operator's report. He reported that the District's drinking water is regulated by the TCEQ to ensure that the water is meeting all of the requirements as stated in the Federal Drinking Water Standards, which also requires the District to provide a CCR to residents in the District regarding the status of the drinking water. Mr. Miller reported that a link to the CCR will be provided with this month's utility bill.

After review and discussion, Director Fahey moved to approve the CCR and authorize distribution of the CCR to District customers and filing of the certificate of delivery with the TCEQ. Director Schroeder seconded the motion, which passed unanimously.

ENGINEERING MATTERS

There was no discussion on this agenda item.

DISTRICT WEBSITE MATTERS

The Board reviewed the website analytics report from Off Cinco, a copy of which is attached.

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, INCLUDING PROJECT BARKER

There was no discussion on this agenda item.

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

Secretary, Board of Directors

(SEAL)

DRAFT

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