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MINUTES CINCO MUNICIPAL UTILITY DISTRICT NO. 12

October 10, 2022

The Board of Directors (the "Board") of Cinco Municipal Utility District No. 12 (the "District") met in regular session on October 10, 2022, at the Cinco Ranch Residential Property Association, 3022 Windemere Park Lane, Katy, Texas, a meeting place outside the boundaries of the District, and the roll was called of the members of the Board being present by in person:

Stephanie Faulk	President
Dana Cleland	Vice President
William Cary	Secretary
Neill Hurley	Assistant Secretary
Tim Kubiak	Assistant Vice President

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

Also attending the meeting in person were Derek Michael of SRI, Inc.; Tyson Duncan of AECOM; Rene Anandel of Wheeler & Associates, Inc.; Jennifer Abad of Municipal Accounts and Consulting, L.P. ("Municipal Accounts"); Missy Steadman of Inframark Water & Infrastructure Services ("Inframark"); and Harry Thompson and Kim Cannon-Griffin of Allen Boone Humphries Robinson LLP ("ABHR").

PUBLIC COMMENTS

There were no public comments.

APPROVE MINUTES

The Board considered approving the minutes from the September 12, 2022, Board meeting. After review and discussion, Director Cary moved to approve the minutes, as presented. Director Kubiak seconded the motion, which passed unanimously.

WEBSITE MATTERS

There was no discussion on this matter.

UPDATE ON CENTRAL GREEN, INCLUDING DISCUSS 2023 CONTRIBUTION

Ms. Cannon distributed the Central Green events report prepared by Yvonne Arceneaux, a copy of which is attached. She stated the report also includes the 2023 event schedule and with a total cost of \$250,000.00. After discussion, Director Cary moved to approve the contribution in the amount of \$250,000.00 to Willow Fork

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Drainage District for the Central Green Event Series and letter agreement for same. Director Kubiak seconded the motion, which carried by unanimous vote.

TAX ASSESSOR/COLLECTOR'S REPORT

Ms. Andel reviewed the tax assessor/collector's report, with the Board, a copy of which is attached. She stated that 99.8% of the District's 2021 tax levy has been collected.

The Board discussed the delinquent tax accounts, including delinquent personal property accounts, a copy of which is attached to the tax assessor's report.

After discussion and based on the tax assessor/collector's recommendation, Director Cary moved to approve the tax assessor/collector's report and payment of the tax bills. Director Kubiak seconded the motion, which passed by unanimous vote.

BOOKKEEPER'S REPORT

Ms. Abad reviewed the bookkeeper's report, a list of checks presented for payment, and the investment report, copies of which are attached.

Mr. Michael distributed and reviewed the sales tax revenue report, a copy of which is attached. After discussion, and based on the bookkeeper's recommendation, Director Cleland moved to approve the bookkeeper's report and payment of the bills. Director Cary seconded the motion, which carried by unanimous vote.

DISCUSS BOOKKEEPER CONTRACT

There was no discussion on this matter.

ENGINEERS REPORT

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

PHASE II MS4 PERMITTING MATTERS

There was no discussion on this matter.

CONSENT TO ENCROACHMENT, UTILITY COMMITMENT LETTERS, OR RESERVATIONS OF CAPACITY

Mr. Duncan stated no modifications are needed to the existing building's water and sewer lines located at 23501 Cinco Ranch Boulevard for a proposed Nando's Peri.

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Mr. Duncan reported on reservations of capacity and utility commitment letters. He stated that Interplan Architects have requested additional coordination with Fort Bend County Drainage District (“FBCDD”) to resolve issues surrounding additional detention and certification from Cinco 12 that FBCDD is requesting for 23307 Cinco Ranch Boulevard. Mr. Duncan stated AECOM issued a non-objection letter.

PEDESTRIAN SIGNS AND TRAFFIC LIGHT COORDINATION NEAR CINCO RANCH HIGH SCHOOL

Mr. Duncan stated that TXDoT has agreed to include the recommended pedestrian plans at the intersection near Cinco Ranch High School. He noted the project has been delayed to January 2023.

After discussion, Director Cary moved to approve the engineer’s report. Director Kubiak seconded the motion, which carried by unanimous vote.

OPERATOR’S REPORT

Ms. Steadman reviewed the operator’s report, a copy of which is attached. She stated water accountability for the previous month was 94%.

The Board discussed the Water Conservation Program and the District’s status of the required points.

Ms. Steadman reviewed a proposal from Accurate Meter Supply for the purchase of smart meters. Discussion ensued regarding the cost of the smart meters and the benefits, specifically for the customers and accessibility to their usage. Ms. Steadman recommended that the District conduct a meter survey prior to purchasing of the smart meters.

Ms. Steadman discussed the Texas Utility Help assistance program, a copy of the flyer is attached to the operator’s report.

After discussion, and based on the operator’s recommendation, Director Cary moved to approve the operator’s report and authorize Inframark to conduct a meter survey on commercial and residential meters within the District in an amount not to exceed \$1,000.00. Director Kubiak seconded the motion, which carried unanimously.

TERMINATION OF WATER AND SEWER SERVICE TO DELINQUENT CUSTOMERS AND AUTHORIZE TERMINATION OF SERVICE

Ms. Steadman stated that that there were three delinquent accounts for the month of September 2022 that remain unpaid, a copy of which is attached to the operator’s report. She reported the residents on the termination list were given written

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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, and based on the operator's recommendation, Director Cary moved to authorize termination of delinquent accounts in accordance with the District's Rate Order and direct that the delinquent customer list be filed appropriately and retained in the District's official records. The motion was seconded by Director Hurley and passed by unanimous vote.

UPDATE ON LANDSCAPE MAINTENANCE ASSOCIATION ("LMA") LANDSCAPE IMPROVEMENTS

Director Cleland discussed a proposal from the LMA for the purchase and installation of three Monterrey oak trees at Torchlight Terrace Park. A copy of the proposal is attached. He discussed size options and noted a larger tree is \$500.00 more per tree than the 65-gallon trees, 10 to 12 feet tall, that were quoted. After discussion, Director Cleland moved to approve a contribution for the purchase and installation of three large Monterrey Oak trees for the Torchlight Terrace Park in an amount not to exceed \$6,000.00 and a letter agreement for same. Director Hurley seconded the motion, which carried by unanimous vote.

DISCUSS SECURITY REPORTS

The Board discussed the traffic reports, copies of which are attached.

After discussion, Director Kubiak moved to approve the security reports, and authorize payments to District officers per the contract guidelines. Director Cary seconded the motion, which carried by unanimous vote.

UPDATE ON FLOCK SECURITY CAMERA INSTALLATION

Director Kubiak stated that Flock Security has begun installation of the security cameras. He stated there was interference during the installation by the LMA's landscaping company and he has requested assistance to remedy the situation to complete the installation.

DISCUSS CHRISTMAS DECORATION DONATION TO CINCO RESIDENTIAL PROPERTY ASSOCIATION AND THE DECORATION CONTEST DATE

There was no discussion on this matter.

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COMMUNITY IMPROVEMENTS

Ms. Cannon stated the Homeowners Association will not be able to utilize the old security cameras. After discussion, the Board concurred to leave the light poles for additional lighting.

CORPS OF ENGINEER'S UPSTREAM LITIGATION

There was no discussion on this matter.

MEETING SCHEDULE

The Board concurred to have the next regular meeting on November 14, 2022, at 6:00 p.m., at the Cinco Ranch Homeowners Association building located on Windemere Road.

CONVENE IN EXECUTIVE SESSION PURSUANT TO SECTION 551.071, TEXAS GOVERNMENT CODE, TO CONDUCT A PRIVATE CONSULTATION WITH ATTORNEY TO DISCUSS PENDING OR CONTEMPLATED LITIGATION, OR TO SEEK LEGAL ADVICE

The Board did not convene in executive session.

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

Secretary, Board of Directors

(SEAL)

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