

MINUTES  
CINCO MUNICIPAL UTILITY DISTRICT NO. 14

November 16, 2022

The Board of Directors of Cinco Municipal Utility District No. 14 met in regular session, open to the public, on the 16<sup>th</sup> day of November, 2022, 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:

James Reuss	President
Patrick McDonald	Vice President
Patrick Carlson	Secretary
Leroy Mensik	Assistant Secretary
Josephine Traylor	Assistant Vice President/ Assistant Secretary

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

Also attending in person were Rene Andel and Emma Highberger of Wheeler and Associates, Inc.; Lynnette Tujague and M. Luly Stripling of District Data Services, Inc.; Mirna Bonilla-Odums and Michelle Steadman of Inframark, LLC; and Heather Trachtenberg, Duggan Baker, Kathryn Blanton, and Jennifer Bencheck of Allen Boone Humphries Robinson LLP (“ABHR”).

PUBLIC COMMENTS

There were no comments from the public.

APPROVE MINUTES

The Board considered approving the minutes of the October 26, 2022 regular meeting, submitted in advance. After review and discussion, Director Traylor moved to approve the minutes, as submitted. Director McDonald seconded the motion, which passed unanimously.

GARBAGE AND RECYCLING MATTERS

The Board reviewed the proposed Amendment No. 2 to Residential Solid Waste Collection Agreement with Best Trash Disposal. Discussion ensued regarding credit of a flat rate for missed and/or late garbage collection and credit of a flat rate for missed and/or late recycling collection. After review and discussion, Director Mensik moved to approve Amendment No. 2 to Residential Solid Waste Collection Agreement with Best Trash Disposal, subject to revision to include a credit of \$2,000.00 for missed and/or late garbage and recycling collection. Director McDonald seconded the motion, which passed unanimously.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Tujague reviewed the bookkeeper's report, including the bills for payment, a copy of which is attached. Following review and discussion, Director Carlson moved to approve the bookkeeper's report and payment of the bills. Director McDonald seconded the motion, which passed unanimously.

TAX ASSESSMENT AND COLLECTION MATTERS

Ms. Highberger presented the tax assessor/collector's report for the month of October and the delinquent tax roll, copies of which are attached. She stated that 6.86% of the 2022 taxes were collected by the end of October.

After review and discussion, Director Mensik moved to approve the tax assessor/collector's report and payment of the checks drawn on the tax account. Director McDonald seconded the motion, which passed unanimously.

ENGINEERING MATTERS

The Board reviewed the engineering report provided by BGE, Inc., a copy of which is attached.

STORM WATER PERMITTING MATTERS AND STORM WATER MANAGEMENT PLAN

There was no discussion on this agenda item.

OPERATION OF DISTRICT FACILITIES

Ms. Steadman reviewed the operator's report for October, a copy of which is attached, and updated the Board on facility repair and maintenance matters. She reported the water accountability was 95% for the previous month.

Ms. Steadman presented and reviewed three proposals from Image 360 for seven additional District drought condition signs, copies of which are attached to the operations report. Director Carlson presented and reviewed a proposal from NBD Graphics, Inc. for seven additional District drought condition signs, a copy of which is attached. Discussion ensued.

Ms. Steadman presented and reviewed a proposal from Image 360 for the replacement of two District boundary signs in the amount of \$539.45, a copy of which is attached to the operations report.

Ms. Steadman reviewed a quote from Inframark for the cost of labor to hang water conservation door-hangers in the amount of \$960.00. Director Carlson reported that the local boy scout troop will place the door-hangers at no cost to the District.

Ms. Steadman requested authorization to send four uncollectable accounts to a collection agency. She noted that there are zero write-offs for the month.

After review and discussion, Director McDonald moved to: (1) approve the operator's report; (2) approve the proposal from Image 360 for seven additional District drought condition signs in the amount of \$1,390.35; (3) approve the proposal from Image 360 for the replacement of two District boundary signs in the amount of \$539.45; and send four uncollectable accounts to a collection agency. Director Carlson seconded the motion, which passed unanimously.

#### ELECTRONIC LOCKBOX PAYMENT SERVICES

Ms. Steadman reviewed and recommended approval of a Resolution Approving Central Bank's Electronic Lockbox Payment Services for District Customers, Processing Agreement with Central Bank, and Fifth Amendment to Operator Service Agreement between the District and Inframark.

After review and discussion, Director Traylor moved to : (1) adopt the Resolution Approving Central Bank's Electronic Lockbox Payment Services for District Customers; (2) approve a Processing Agreement with Central Bank; and (3) approve the Fifth Amendment to Services Agreement between the District and Inframark, in each case, subject to ABHR's final review and comment. Director Mensik seconded the motion, which passed unanimously.

#### HEARING ON TERMINATION OF WATER AND SEWER SERVICE TO DELINQUENT ACCOUNTS

The Board conducted a hearing on the termination of utility service. Ms. Steadman reported that the residents on the termination list provided to the Board were mailed written notice prior to this meeting in accordance with the Rate Order, notifying them of the opportunity to appear before the Board of Directors to explain, contest, or correct the utility service bill and to show reason why the utility service should not be terminated for reason of nonpayment. After discussion, Director Traylor moved that, because the residents on the termination list were neither present at the meeting nor had presented any statement on the matter, to: (1) authorize the operator to send four uncollectable accounts to a collection agency; and (2) authorize that utility service should be terminated in accordance with procedures set forth in the Rate Order and directed that the termination list be filed appropriately and retained in the District's official records. Director Mensik seconded the motion, and the motion passed unanimously.

#### NORTH FORT BEND WATER AUTHORITY MATTERS

Ms. Steadman updated the Board regarding the North Fort Bend Water Authority Water Provider Conservation Program.

DISTRICT WEBSITE MATTERS

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

DISCUSS MEETING SCHEDULE

The Board concurred to hold the next meeting on December 28, 2022.

REPORTS FROM DIRECTORS AND DISTRICT CONSULTANTS ON DISTRICT OPERATIONS

There was no discussion on this agenda item.

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 A SETTLEMENT OFFER

The Board convened in executive session at 9:56 a.m., pursuant to Section 551.071 of the Texas Government Code, in order to conduct a private consultation with the District's attorneys regarding potential litigation. In attendance were Directors Reuss, McDonald, Carlson, Traylor, and Mensik, Ms. Trachtenberg, Mr. Baker, Ms. Blanton, and Ms. Bencheck.

RECONVENE IN OPEN SESSION

The Board reconvened in open session at 10:05 a.m. The Board took no action during executive session.

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

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Secretary, Board of Directors

(SEAL)

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