

RESOLUTION ESTABLISHING ADDRESSES AND METHODS  
FOR TEXAS PUBLIC INFORMATION ACT REQUESTS

WHEREAS, Cinco Municipal Utility District No. 12 (the "District") has been legally created and operates pursuant to the general laws of the State of Texas; and

WHEREAS, Section 552.234 of the Texas Government Code provides that a governmental entity, such as the District, may establish addresses and methods for making written requests for public information to the District pursuant to the Texas Public Information Act ("TPIA Requests"); and

WHEREAS, in order to facilitate the receipt and timely response to TPIA Requests, the Board of Directors of the District (the "Board") wishes to designate one mailing address and one electronic mailing address for receiving TPIA Requests, as provided by Section 552.234 of the Texas Government Code; Now, Therefore,

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF CINCO MUNICIPAL UTILITY DISTRICT NO. 12 THAT:

Section 1. Pursuant to Section 552.234(c) of the Texas Government Code, the Board hereby designates the following for receipt of TPIA Requests to the District:

- a. Designated Mailing Address:       Cinco Municipal Utility District No. 12  
  c/o Allen Boone Humphries Robinson LLP  
  3200 Southwest Freeway, Suite 2600  
  Houston, Texas 77027
  
- b. Designated Electronic Mailing Address: [cin012@txdistricts.info](mailto:cin012@txdistricts.info)

The District shall provide the designated mailing address and electronic mailing address for receipt of TPIA Requests to any person on request.

Section 2. Pursuant to Section 552.234(a)(4)(A) of the Texas Government Code, the Board hereby designates facsimile transmission as an approved method for delivering TPIA Requests to the District and designates the following Fax Number: 713-860-6401.

Section 3. Pursuant to Section 552.234(a)(4)(B) of the Texas Government Code, the Board hereby designates electronic submission through the District's Internet website, <https://www.cincomuds.org/cinco-municipal-utility-district-no-12/>, as an approved method for delivering TPIA Requests to the District.

Section 4. The Board hereby directs the addresses and methods established herein for receipt of TPIA Requests to be printed on the sign displayed by the District pursuant to Section 552.205 of the Texas Government Code and posted continuously on the District's Internet website.

Section 5. Pursuant to Section 552.234 of the Texas Government Code, upon printing the addresses and methods established herein for receipt of TPIA Requests on the sign required to be

displayed by the governmental body under Section 552.205 of the Texas Government Code and posting the addresses and methods designated herein for receipt of TPIA Requests on the District's Internet website, the District shall only be required to respond to TPIA Requests received:

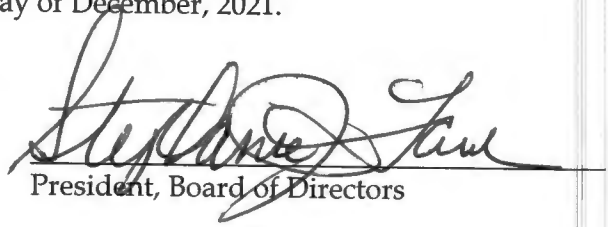
- a. at the designated mailing address or electronic mailing address specified in this Resolution; or
- b. by hand delivery; or
- c. by facsimile transmission to the designated number specified in this Resolution; or
- d. by electronic transmission through the contact form on the District's Internet website, <https://www.cincomuds.org/cinco-municipal-utility-district-no-12/>

Section 6. The District may, at its discretion, amend or rescind this Resolution at any time.

Section 7. This Resolution shall be effective as of the date of adoption.

[EXECUTION PAGE FOLLOWS]

PASSED AND APPROVED on this 13th day of December, 2021.

  
President, Board of Directors

ATTEST:

  
Secretary, Board of Directors

(SEAL)



CERTIFICATE FOR RESOLUTION

THE STATE OF TEXAS                    §  
   §  
COUNTY OF FORT BEND   §

I, the undersigned officer of the Board of Directors of Cinco Municipal Utility District No. 12 hereby certify as follows:

1. The Board of Directors of Cinco Municipal Utility District No. 12 convened in regular session on December 13, 2021, inside the boundaries of the District, and the roll was called of the members of the Board:

Ms. Stephanie J. Faulk	President
Mr. Dana Cleland	Vice President
Mr. Neill Hurley	Assistant Secretary
Mr. Tim Kubiak	Assistant Vice President
Mr. Bill Cary	Secretary

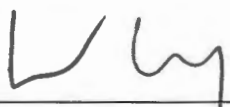
and all of said persons were present except Director(s) Kubiak, thus constituting a quorum. Whereupon, among other business, the following was transacted at the meeting: a written

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was introduced for the consideration of the Board. It was then duly moved and seconded that the resolution be adopted, and, after due discussion, the motion, carrying with it the adoption of the resolution, prevailed and carried unanimously.

2. A true, full, and correct copy of the aforesaid resolution adopted at the meeting described in the above and foregoing paragraph is attached to and follows this certificate; the action approving the resolution has been duly recorded in the Board's minutes of the meeting; the persons named in the above and foregoing paragraph are the duly chosen, qualified, and acting officers and members of the Board as indicated therein; each of the officers and members of the Board was duly and sufficiently notified officially and personally, in advance, of the time, place, and purpose of the aforesaid meeting, and that the resolution would be introduced and considered for adoption at the meeting, and each of the officers and members consented, in advance, to the holding of the meeting for such purpose; the meeting was open to the public as required by law; and public notice of the time, place, and subject of the meeting was given as required by Chapter 551, Texas Government Code, and Section 49.063, Texas Water Code.

SIGNED AND SEALED on December 13, 2021.

  
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Secretary, Board of Directors

(SEAL)