

MINUTES
CINCO REGIONAL PLANT OPERATING COMMITTEE

March 9, 2023

Patrick Cathcart	Harris County MUD 81
George Goff	Harris County MUD 81
Crystal Sampson	Memorial MUD
Buddy Trotter	Memorial MUD
Tony Garza	Cornerstones MUD
Morgan Stagg	Cornerstones MUD
Kate Hallaway	Engineer
Aaron Orozco	Engineer
Pam Redden	Bookkeeper
Whitney Aelmore	Operator
Kim Cannon	Legal Assistant
Katie Carner	Attorney

APPROVE MINUTES

The Committee considered approving the minutes of the February 9, 2023, meeting of the Cinco Regional Plant (the "Plant") Operating Committee. After discussion, Ms. Stagg moved to approve the minutes, as submitted. Ms. Sampson seconded the motion, which carried by unanimous vote.

RECEIVE REPORT OF BOOKKEEPER

Ms. Redden presented the bookkeeper's report on the Plant funds, a copy of which is attached. She reviewed the Plant account, the bills to be paid, budget comparison, annual energy billings, connection worksheet, analysis of reserve fund, and investments for the Plant account.

Ms. Redden presented two additional checks, check no. 1254 in the amount of \$13,243.14, payable to Cavallo, and check no. 1255 in the amount of \$21,375.00, payable to T. Gray.

After discussion, Ms. Sampson moved to approve the bookkeeper's report and payment of the bills, including the two additional checks, as presented. Ms. Stagg seconded the motion, which carried by unanimous vote.

RECEIVE REPORT OF OPERATOR, INCLUDING UPDATE ON FENCE REPLACEMENT AND REPAIR OF TRANSFER SWITCH FOR GENERATOR

Ms. Aelmore reviewed the operator's report, which includes maintenance and repairs to the Plant. A copy of the operator's report is attached.

Ms. Aelmore updated the Committee on the fence replacement at the Plant and stated it is complete. She noted the total cost of the fence was \$2,000.00 less than quoted.

Ms. Aelmore updated the Committee on the repair of the transfer switch on the generator at the Plant and stated Si is investigating other options, including potential replacement of the generator in the future.

After review and discussion, Ms. Sampson moved to approve the operator's report. Ms. Stagg seconded the motion, which passed unanimously.

RECEIVE REPORT OF ENGINEER

Ms. Hallaway presented the engineer's report and reported on the wastewater treatment plant flows for each Participant. A copy of the engineer's report is attached.

PHASE 4 REHABILITATION OF MAIN INFLUENT TRUNK LINE, INCLUDING PAY ESTIMATES, CHANGE ORDERS, SUBSTANTIAL COMPLETION, AND FINAL ACCEPTANCE

Ms. Hallaway stated the contractor for the rehabilitation of the main influent trunk line is T. Gray. She stated Pay Estimate No. 7 was received from the contractor and has been reviewed by BGE. She stated that the contractor has completed the articulated concrete block installation to satisfy Harris County Flood Control District's request and recommended payment of Pay Estimate No. 7 in the amount of \$21,375.00.

REVIEW BIDS AND AWARD CONTRACT FOR THE TRUNK LINE SANITARY SEWER REHABILITATION, PHASES 5 AND 7

Ms. Hallaway stated BGE received three bids for the trunk line sanitary sewer rehabilitation, phases 5 and 7. She stated the low bidder was Texas Pride Utilities ("TPU") in the amount of \$1,737,110.00 and recommended that the Committee award the contract to TPU. The Committee determined that award of the contract to TPU will be most advantageous to the Plant Participants and will result in the best and most economical completion of the project.

APPROVE PLANS AND SPECIFICATIONS AND AUTHORIZE ADVERTISEMENT FOR BIDS FOR THE TRUNKLINE MANHOLE REHABILITATION, PHASES 5 & 7

Ms. Hallaway stated BGE has started the plans and specifications for the trunk line manhole rehabilitation, phases 5 and 7. She stated BGE expects to finalize the plans by April.

CINCO MUNICIPAL UTILITY DISTRICT NO. 1 EFFLUENT REUSE SYSTEM,
INCLUDING RECLAIMED WATER PERMIT APPLICATION

Ms. Hallaway stated BGE is currently working on the reuse design and anticipates bidding the project in April, pending approval by Harris County and the Texas Commission on Environmental Quality ("TCEQ"). She stated the revised reclaimed water permit application has been submitted to the TCEQ.

WASTEWATER DISCHARGE PERMIT RENEWAL APPLICATION

Ms. Hallaway stated that the TCEQ issued the final wastewater discharge permit today.

REVIEW CRITICAL LOAD SPREADSHEET FOR DISTRICT'S FACILITIES AND
AUTHORIZE ANNUAL FILING

The Committee reviewed the District's Critical Load Spreadsheet. Ms. Carner noted that the District's bookkeeper, engineer, and operator have reviewed and approved the Critical Load Spreadsheet. After review and discussion, Ms. Stagg moved to authorize the annual filing of the Critical Load Spreadsheet and direct that the Critical Load Spreadsheet be filed appropriately and retained in the District's official records. Ms. Sampson seconded the motion, which passed by unanimous vote.

Following review and discussion, and based on the engineer's recommendation, Ms. Stagg moved to (1) approve the engineer's report; (2) approve Pay Estimate No. 7 in the amount of \$21,375.00, payable to T. Gray; and (3) accept the low bid submitted by TPU for the trunkline rehabilitation project and that the contract be awarded to said contractor, based on the engineer's recommendation and subject to review of the bonds and certificate of insurance provided by the contractor. Ms. Sampson seconded the motion, which carried by unanimous vote.

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

LIST OF ATTACHMENTS

	Minutes
	<u>Page</u>
Bookkeeper's report.....	1
Operator's report.....	1
Engineer's report.....	2