

MINUTES
CINCO REGIONAL PLANT OPERATING COMMITTEE

April 8, 2021

George Goff	Harris County MUD 81
Patrick Cathcart	Harris County MUD 81
Tom Williams	Memorial MUD
Crystal Sampson	Memorial MUD
Len Forsyth	Mason Creek UD
Whitney Aelmore	Operator
Kate Hallaway	Engineer
Mary Lutz	Bookkeeper
Katie Carner	Harris County MUD 81 Attorney
Kim Cannon	Harris County MUD 81 Legal Assistant

APPROVE MINUTES

The Committee considered approving the minutes of the March 11, 2021, meeting of the Cinco Regional Plant (the "Plant") Operating Committee. After discussion, Mr. Forsyth moved to approve the minutes, as submitted. Ms. Sampson seconded the motion, which carried by unanimous vote.

APPROVE THE AUDIT FOR FISCAL YEAR END DECEMBER 31, 2020

There was no discussion on this matter.

RECEIVE REPORT OF BOOKKEEPER

Ms. Lutz 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 investment for the Plant account. She noted Cinco Municipal Utility District No. 1 inadvertently paid the old \$2,500 rate pursuant to the Reclaimed Water Agreement and that they would include the additional \$900.00 with next months payment.

After discussion, Mr. Cathcart moved that the Committee approve the bookkeeper's report. Mr. Forsyth seconded the motion, which passed unanimously.

RECEIVE REPORT OF OPERATOR

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

She reported on two excursions that occurred at the Plant during the 2021 Freeze Event.

After review and discussion, Ms. Sampson moved to approve the operator's report. Mr. Forsyth 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.

UPDATE ON SECURITY CAMERA WIRING INSTALLATION AT THE PLANT SITE

Ms. Hallaway updated the Committee on the installation of security cameras at the Plant site and stated the cameras have been installed and NCS has completed the programming for the cameras. She stated Comcast has completed the wiring at the Plant.

PROCESS AERATION PIPING REPLACEMENT

Ms. Hallaway stated the process aeration piping is problematic for the operator and requires constant attention. She presented a proposal in the amount of \$289,700.00 to replace the aeration piping with galvanized steel. Discussion ensued regarding the proposed project and the recommended timeline. Ms. Hallaway stated this project will be included in the updated Capital Improvement Plan.

REHABILITATION OF MAIN INFLUENT TRUNK LINE

PHASE 4

Ms. Hallaway stated BGE has received approval from Harris County Engineering for the Phase 4 trunk line rehabilitation project. Ms. Hallaway stated BGE is ready to advertise for bids for the project when authorized by the Committee. She noted that only Memorial MUD and Cornerstones MUD will be financially responsible for this project.

PHASE 5

Ms. Hallaway stated BGE is currently working on the schedule for the Phase 5 trunk line rehabilitation project.

EMERGENCY MANHOLE REPAIR

Ms. Hallaway discussed a collapsed manhole near the Plant site. She stated Boyer, Inc., is the contractor for the repair. She stated Boyer is on site and the emergency repairs are in process, but cannot be completed until the adjacent sanitary sewer line repairs are completed.

EMERGENCY SANITARY SEWER LINE REPAIRS

Ms. Hallaway stated the excavation of the 42-inch trunkline section will begin on or about April 15, 2021.

MANHOLE SURVEY AND PROPOSED SCHEDULE FOR REHABILITATION

Ms. Hallaway stated that the sanitary sewer manhole survey is complete. Discussion ensued regarding the rehabilitation of the existing manholes and including the costs for this project in the Capital Improvement Plan. She noted the format for the expenses in the Capital Improvement Plan will include the pro-rata share for the Participants.

EMERGENCY FORCE MAIN REPLACEMENT

Ms. Hallaway stated construction of the new force main is complete.

CAPITAL IMPROVEMENT PLAN

Ms. Hallaway stated the site visit and data collection for the Plant Capital Improvement Plan are complete and BGE has begun preparation of same.

CINCO MUNICIPAL UTILITY DISTRICT NO. 1 EFFLUENT REUSE SYSTEM

Ms. Hallaway stated BGE has begun updates to the design for the reuse system.

Following review and discussion, Mr. Forsyth moved to approve the engineer's report. Ms. Sampson seconded the motion, which carried by unanimous vote.

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

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