

MINUTES  
CINCO REGIONAL PLANT OPERATING COMMITTEE

April 11, 2024

Patrick Cathcart	Harris County MUD 81
George Goff	Harris County MUD 81
Buddy Trotter	Memorial MUD
Crystal Sampson	Memorial MUD
John Cameron	Mason Creek UD
Tony Garza	Cornerstones MUD
Morgan Stagg	Cornerstones MUD
Kate Hallaway	Engineer
Renee Butler	Bookkeeper
Whitney Aelmore	Operator
Kim Cannon	MUD 81 Legal Assistant
Katie Carner	MUD 81 Attorney
Jennifer Hanna	Auditor
Virginia Goff	Member of the public

APPROVE MINUTES

The Committee considered approving the minutes of the March 14, 2024, meeting of the Cinco Regional Plant (the "Plant") Operating Committee. After discussion, Ms. Stagg moved to approve the minutes, as submitted. Mr. Trotter seconded the motion, which carried by unanimous vote.

RECEIVE REPORT OF BOOKKEEPER, INCLUDING DISCUSS CONNECTION COUNT CALCULATION FOR BILLING OF VARIABLE EXPENSES.

Ms. Butler 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.

After an inquiry from Mr. Garza, Ms. Carner reviewed the connection count analysis from the MUD 81 operator. She noted all wastewater from the multifamily development within MUD 81 is routed to the West Memorial Sewage Treatment Plan, and Ms. Hallaway confirmed. Discussion ensued.

After discussion, Ms. Stagg moved to approve the bookkeeper's report and payment of the bills. Mr. Trotter seconded the motion, which carried by unanimous vote.

## RECEIVE REPORT OF OPERATOR

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 discussed the trunk line collapse and the stormwater intrusion at the Plant. She discussed preventative measures that were taken to minimize the amount water entering the Plant. Ms. Aelmore noted that there was damage to certain pumps from the stormwater intrusion and she was in the process of obtaining a proposal for repairs for same.

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

The Committee then discussed Plant security.

## APPROVE THE AUDIT FOR FISCAL YEAR END DECEMBER 31, 2023

Ms. Hanna reviewed the audit for the Plant's fiscal year ending December 31, 2023. After discussion, Mr. Goff moved to approve the audit, subject to final review. 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.

## DISCUSS 2024 PLANT CAPITAL IMPROVEMENT PLAN ("CIP")

Ms. Hallaway discussed the CIP, specifically the project list for 2024 and the associated costs, a copy of which is attached to the engineer's report.

## AUTHORIZE DESIGN OF PLANT ELECTRICAL IMPROVEMENTS

Ms. Hallaway discussed the electrical improvements needed at the Plant and stated the estimated cost is \$170,000.00. She stated BGE is still finalizing the design proposal for the project.

## PAY ESTIMATES, CHANGE ORDERS, SUBSTANTIAL COMPLETION AND FINAL ACCEPTANCE FOR CONSTRUCTION OF PHASE 4 TRUNK LINE SANITARY SEWER MANHOLE REHABILITATION

Ms. Hallaway stated Allteam Solutions ("AS") is the contractor for the construction of phase 4 trunk line sanitary sewer manhole rehabilitation project.

She stated the preconstruction meeting was held and the Notice to Proceed was issued.

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

Ms. Hallaway stated BGE has finalized the plans and specifications and is coordinating the final plan review with Harris County. She noted that Harris County Flood Control District has approved the project and BGE will bid the project after the trunkline rehabilitation is complete.

PAY ESTIMATES, CHANGE ORDERS, SUBSTANTIAL COMPLETION AND FINAL ACCEPTANCE FOR THE TRUNK LINE SANITARY SEWER REHABILITATION, PHASES 5 AND 7

Ms. Hallaway stated Texas Pride Utilities, LLC ("TPU") is the contractor for the trunk line sanitary sewer rehabilitation, phases 5 and 7.

Ms. Hallaway updated the Committee on the emergency trunkline repair. She stated that TPU has replaced the piping where the trunkline failed, and they are completing the pipe connection to the upstream manhole. She stated TPU is televising the remaining trunkline and will proceed with slip lining after the repair of the failed trunkline is complete. After discussion, she requested approval of Change Order No. 1 in the amount of \$184,550.00 for the emergency repair. Discussion ensued regarding the submission of the emergency repair to the insurance company and the Committee concurred to submit a claim. The committee determined that the Change Order is beneficial to the Plant participants.

DISCUSS DAMAGE TO ACCESS ROAD BRIDGE WINGWALL

Ms. Hallaway stated the soil has shifted near the access road bridge and caused cracks in the wingwall at the bridge, which has also caused the waterline for the plant site fire hydrant to slip. She noted it is not an emergency repair but will need to be addressed. Ms. Hallaway stated BGE will work with the structural and construction teams at BGE for the design of the repair of the wingwall and then address the repair of the waterline to the WWTP with Si.

CINCO MUNICIPAL UTILITY DISTRICT NO. 1 EFFLUENT REUSE SYSTEM, INCLUDING UPDATE ON CONSTRUCTION OF RECLAIMED WATER FACILITIES

Ms. Hallaway stated Cinco MUD No. 1 has accepted the bid from JTR Constructors in the amount of \$7,600,972.00 for the construction of the reuse system. She stated the construction is ongoing.

Following review and discussion, and based on the engineer's recommendation, Ms. Stagg moved to approve the engineer's report and approve Change Order No. 1 to the TPU contract, as an increase to the contract in the amount of \$184,550.00. Mr. Trotter 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

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