

MINUTES
CINCO REGIONAL PLANT OPERATING COMMITTEE

April 13, 2023

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

APPROVE MINUTES

The Committee considered approving the minutes of the March 9, 2023, 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.

APPROVE THE AUDIT FOR FISCAL YEAR END DECEMBER 31, 2022

Ms. Hanna reviewed the audit for the Plant’s fiscal year ending December 31, 2022. After discussion, Ms. Stagg moved to approve the audit, subject to final review. Mr. Trotter seconded the motion, which passed unanimously.

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.

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

RECEIVE REPORT OF OPERATOR, INCLUDING 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 repair of the transfer switch on the generator at the Plant and stated the repair is complete.

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

Mr. Orozco 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

Mr. Orozco stated the contractor for the rehabilitation of the main influent trunk line is T. Gray. He stated BGE is awaiting the final pay estimate from T. Gray.

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

Mr. Orozco stated Texas Pride Utilities ("TPU") is the contractor for the trunk line sanitary sewer rehabilitation, phases 5 and 7. He stated the contracts are in process.

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

Mr. Orozco stated BGE has started the plans and specifications for the trunk line manhole rehabilitation, phases 5 and 7. He stated BGE expects to finalize the plans this month.

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

Mr. Orozco stated BGE advertised for the effluent reuse system project and bids will be accepted on April 25th. Discussion ensued regarding the Texas commission on Environmental Quality's review of the reclaimed water permit application.

Following review and discussion, and based on the engineer's recommendation, Ms. Stagg 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.

LIST OF ATTACHMENTS

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