

MINUTES
CINCO REGIONAL PLANT OPERATING COMMITTEE

May 11, 2023

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

APPROVE MINUTES

The Committee considered approving the minutes of the April 13, 2023, meeting of the Cinco Regional Plant (the “Plant”) Operating Committee. After discussion, Ms. Stagg moved to approve the minutes, as submitted. Mr. Williams 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 requested approval of two additional checks, check no. 1284 in the amount of \$12,812.42, payable to Cavallo and check no. 1285 in the amount of \$97,620.00, for Pay Estimate No. 8 and Final, payable to T. Gray.

Ms. Carner noted that the Cinco Municipal Utility District No. 1 (“MUD No. 1”) payments as part of the Reclaimed Water Agreement with the Plant Participants, have not been received since January 2023. She noted MUD No. 1’s attorney stated the payments will be approved at their meeting next week.

After discussion, Ms. Stagg moved to approve the bookkeeper’s report and payment of the bills, including the two additional checks, as presented. Mr. Williams 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.

After review and discussion, Ms. Stagg moved to approve the operator's report. Mr. Williams 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 then requested approval of Pay Estimate No. 8 and Final in the amount of \$97,620.00, payable to T. Gray, and final acceptance 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 this month.

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 ("TPU") is the contractor for the trunk line sanitary sewer rehabilitation, phases 5 and 7. She stated the preconstruction meeting was held on May 9, 2023, and the Notice to Proceed will be issued on May 29, 2023.

CINCO MUNICIPAL UTILITY DISTRICT NO. 1 EFFLUENT REUSE SYSTEM, INCLUDING RECLAIMED WATER PERMIT APPLICATION AND STATUS OF ADVERTISEMENT OF BIDS

Ms. Hallaway stated BGE rescheduled the opening date for bids for the effluent reuse system project to this morning, and that the bids are under review.

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 (1) approve the engineer's report; and (2) approve Pay Estimate No. 8 and Final in the amount of \$97,620.00, payable to T. Gray, and to accept the project for maintenance. Mr. Williams 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.....	2
Engineer's report.....	2