

MINUTES
CINCO REGIONAL PLANT OPERATING COMMITTEE

November 14, 2024

Patrick Cathcart	Harris County MUD 81
Crystal Sampson	Memorial MUD
Buddy Trotter	Memorial MUD
Morgan Stagg	Cornerstones MUD
Tony Garza	Cornerstones MUD
Kate Hallaway	Engineer
Pam Redden	Bookkeeper
Whitney Aelmore	Operator
Kim Cannon	Harris County MUD 81 Legal Assistant
Teshia Judkins	Harris County MUD 81 Attorney

APPROVE MINUTES

The Committee considered approving the minutes of the October 10, 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

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

PLANT BUDGET FOR FISCAL YEAR ENDING DECEMBER 31, 2025

Ms. Redden distributed a revised draft of the Plant budget. Discussion ensued.

After discussion, Ms. Stagg moved to adopt the Plant budget, as presented. 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 stated the water pump replacement for the non-potable system is in process.

After review and discussion, Mr. Trotter 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.

DISCUSS 2024 PLANT CAPITAL IMPROVEMENT PLAN ("CIP")

Ms. Hallaway discussed the CIP, a copy of which is attached to the engineer's report.

APPROVE PLANS AND SPECIFICATIONS AND AUTHORIZE ADVERTISEMENT FOR BIDS FOR TRUNKLINE MANHOLE REHABILITATION PROJECT, PHASES 1-3

Ms. Hallaway updated the Board on the status of this project and stated BGE is currently working on the plans and specifications.

APPROVE PLANS AND SPECIFICATIONS AND AUTHORIZE ADVERTISEMENT FOR BIDS FOR THE PLANT ELECTRICAL IMPROVEMENTS AND GENERATOR REPLACEMENT

Ms. Hallaway discussed the electrical improvements and generator replacement at the Plant. She presented a proposal from BGE to perform the following additional engineering services recommended for the project: bidding and construction management services on a lump sum basis in the amount of \$30,000 and construction staking and project representation services on a reimbursable basis in an amount not to exceed \$40,000 (the "Proposal"). A copy of the Proposal is attached to the engineer's report.

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 project is approximately 80% complete.

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

Ms. Hallaway stated BGE has advertised for bids for the trunkline sanitary sewer manhole rehabilitation project, Phases 5-7 on November 1, 2024 and bids will be opened on November 21, 2024.

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

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

APPROVE PLANS AND SPECIFICATIONS AND AUTHORIZE ADVERTISEMENT FOR BIDS FOR REPLACEMENT OF ACCESS ROAD BRIDGE WINGWALL AND WATERLINE REPAIRS

Ms. Hallaway stated the plans and specifications of the replacement of access road bridge wingwall and waterline repairs project have been submitted to Harris County for review. She stated BGE is expecting to bid this project in January 2025.

DISCUSS WILLOW FORK DRAINAGE DISTRICT (“WFDD”) PROPOSED SEGMENT Q TRAIL PROJECT ADJACENT TO PLANT SITE AND ACCESS ROAD

There was no discussion on this matter.

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

Ms. Hallaway stated JTR Constructors is the contractor for the construction of the reuse system. She stated the construction is ongoing and it is anticipated that the anticipated completion date will be modified. She further noted that the final Chapter 210 authorization for the reuse system has been received from the Texas Commission on Environmental Quality.

Following review and discussion, and based on the engineer’s recommendation, Ms. Stagg moved to: (1) approve the engineer’s report; and (2) approve the BGE Proposal for additional engineering services for the electrical improvements and generator replacement project. Mr. Williams seconded the motion, which carried by unanimous vote.

DISCUSS OTHER MATTERS THAT MAY COME BEFORE THE COMMITTEE

There was no discussion on this item.

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