

MINUTES  
CIMARRON MUNICIPAL UTILITY DISTRICT OF HARRIS COUNTY, TEXAS

May 20, 2020

The Board of Directors (the "Board") of Cimarron Municipal Utility District (the "District") met in regular session by teleconference, with access by telephone available to the public, pursuant to Texas Government Code Section 551.125 and Governor Greg Abbott's emergency disaster declaration dated March 13, 2020, on the 20<sup>th</sup> day of May, 2020, and the roll was called of the members of the Board being present by telephone:

Richard May	President
David F. Jones	Vice President
David Aitken	Secretary
John Linn	Assistant Secretary
Gary Russell	Assistant Vice President

and all the above were present via teleconference, thus constituting a quorum.

Also attending by teleconference were: Kayla Crigger of Municipal Accounts & Consulting, L.P. ("MAC"); Brenda McLaughlin of Bob Leared Interests, Inc.; Brian Bare of Si Environmental, LLC; Erik Spencer of Van De Wiele & Vogler, Inc.; Michael Murr of Murr, Inc.; Andreas Angel with Trammel Crow Company; and Greer Pagan and Jane Miller of Allen Boone Humphries Robinson LLP ("ABHR").

Mr. Pagan reviewed certain recommended protocols for conducting the District's meeting via teleconference. He announced that the meeting was being recorded and that consultant reports presented at the meeting were posted online and available to the public in the form of an "agenda packet" prior to the start of the meeting at [www.districtdirectory.org/agendapackets/cimarronmud](http://www.districtdirectory.org/agendapackets/cimarronmud).

CONSIDER OPERATIONS AND SERVICE REQUIREMENTS RELATING TO COVID-19 EPIDEMIC ("COVID-19")

Mr. Bare discussed with the Board District operational and service issues during COVID-19.

PUBLIC COMMENT

Director May offered any members of the public attending the meeting by telephone the opportunity to make public comment. There being no members of the public requesting to make public comment, Director May moved to the next agenda item.

## MINUTES

The Board considered approving the minutes of the District's regular meeting held on April 15, 2020. Following review and discussion, Director Russell moved to approve the minutes for the District's regular meeting on April 15, 2020. Director Linn seconded the motion, which passed unanimously.

## SECURITY PATROL

The Board reviewed a patrol report from the Harris County Sheriff's Department and discussed patrol staffing changes and distribution of patrol reports.

## 2020 DIRECTORS ELECTION

The Board considered approving a Certificate of Election, reflecting the election of Richard May, John Linn and David Aitken to the Board of Directors of the District each for a four-year term.

Mr. Pagan reviewed the Sworn Statements and Oaths of Office for Directors May, Linn and Aitken.

After review and discussion, Director Jones moved to (1) approve the Certificate of Election and the distribution of same to Directors May, Linn and Aitken, and direct that the Certificate of Election be filed appropriately and retained in the District's official records; and (2) approve Sworn Statements and Oaths of Office and direct that the documents be filed appropriately and retained in the District's official records, and that the Oaths of Office be filed with the Secretary of State, as required by law. Director May seconded the motion, which passed unanimously.

## REORGANIZE THE BOARD

There was on this agenda item.

## DISTRICT REGISTRATION FORM

The Board then considered authorizing filing of an updated District Registration Form with the Texas Commission on Environmental Quality ("TCEQ"), reflecting the terms of the newly elected directors and the reorganization of the Board. Following review and discussion, Director Jones moved to authorize filing of the updated District Registration Form with the TCEQ and direct that the District Registration Form be filed appropriately and retained in the District's official records. Director May seconded the motion, which passed unanimously.

## ASSOCIATION OF WATER BOARD DIRECTORS SUMMER CONFERENCE

The Board discussed the status of the rescheduled Association of Water Board Directors summer conference.

## FINANCIAL AND BOOKKEEPING MATTERS

Ms. Crigger reviewed the bookkeeper's report, a copy of which is attached, and considered payment of the bills. Following review and discussion, Director May moved to approve the bookkeeper's report and payment of the bills. Director Jones seconded the motion, which passed unanimously.

The Board discussed the potential impact of COVID-19 on District property values and budgets.

## TAX ASSESSMENT AND COLLECTIONS MATTERS AND COLLECTION OF DELINQUENT TAXES

Ms. McLaughlin reviewed a written tax assessor/collector's report and a report from the District's delinquent tax attorney, copies of which are attached. Ms. McLaughlin reported that the District's preliminary estimate of value from the Harris County Appraisal District for 2020 is \$1,178,000,000. Following review and discussion, Director May moved to approve the tax assessor/collector's report, including payment of bills. Director Russell seconded the motion. The motion passed by a vote of 4 to 0 with Director Jones being absent during voting.

## ENGINEERING MATTERS AND DEVELOPMENT

The Board then reviewed the engineer's report, a copy of which is attached.

Mr. Spencer discussed a Phase 5 sanitary sewer cleaning and televising plan and recommended that the Board authorize Si to clean and televise 18,731 linear feet of sanitary sewer line as part of regular maintenance. Mr. Bare said the estimated cost to clean and televise the proposed segment is \$36,000.

Mr. Spencer stated that bids were received for construction of fencing around lift station no. 1 and water plant no. 2. Mr. Spencer recommended that the Board award the contract to FenceMaster in the amount of \$33,459. The Board concurred that, in its judgment, FenceMaster was a responsible bidder who would be most advantageous to the District and would result in the best and most economical completion of the project.

Mr. Spencer updated the Board regarding repair of pavement settlement associated with the Sanitary Sewer Rehabilitation and pavement replacement along

Peek Road. Mr. Spencer recommended payment of the District's share of the proposed pavement repair/replacement in the amount of \$30,000 to Harris County, Precinct 3.

Mr. Spencer reported that Harris County has accepted streets in Grand Crossing for maintenance and recommended that the District release payment in the amount of \$80,000 for storm sewers in Grand Crossing. Mr. Spencer confirmed that the Grand Crossing Property Owner's Association ("POA") has cleaned the siphon and agreed to address ongoing maintenance issues pursuant to the District's maintenance agreement with the POA. Mr. Spencer said he would calendar a 5 year follow up inspection of the siphon.

Mr. Spencer discussed development in the District.

Following review and discussion, Director Russell moved to (1) approve the engineer's report; (2) authorize cleaning and televising of 18,731 linear feet of sanitary sewer line, as recommended; (3) award the contract for construction of fencing around lift station no. 1 and water plant no. 2 to FenceMaster in the amount of \$33,459, based upon the engineer's recommendation and subject to approval of the payment and performance bonds and review of the certificate(s) of insurance and endorsements, if any, provided by the contractor; (4) authorize payment in the amount of \$30,000 to Harris County for the District's share of the proposed pavement repair/replacement on Peek Road; and (5) authorize disbursement in the amount of \$80,000 to Grand Parkway/I-10 Associates, LP for facilities in Grand Crossing. Director May seconded the motion, which passed by a vote of 4 to 0 with Director Jones being absent during voting.

#### STORM WATER PERMITTING MATTERS

There was no discussion nor action taken for this agenda item.

#### LANDSCAPING AND TRAIL REPORT

Mr. Murr reviewed a landscaping maintenance report, a copy of which is attached.

#### POND MAINTENANCE AND MOWING

The Board received and reviewed a pond maintenance and mowing report from Champions Hydro-Lawn, Inc., but no action was taken.

## OPERATION OF DISTRICT FACILITIES AND TERMINATION OF WATER AND SEWER SERVICE TO DELINQUENT CUSTOMERS

Mr. Bare reviewed the operator's report, a copy of which is attached.

Mr. Bare reviewed a proposed Consumer Confidence Report ("CCR") with the Board.

Following discussion, Director May moved to (1) approve the operator's report; and (2) approve the CCR, authorize the operator to mail the CCR to District customers, to file the Consumer Confidence Report with the TCEQ and post the CCR on the District website. Director Linn seconded the motion, which passed 3 to 0, with Directors Aitken and Jones being absent from voting.

Mr. Pagan explained that the District is required to file this annually with the Office of Homeland Security & Emergency Management, Public Utility Commission of Texas and the Texas Division of Emergency Management, whether the District has made any facility or personnel changes or not. Mr. Pagan said that the District engineer and operator have reviewed the revised Critical Load List and recommend no changes. Following discussion, Director Russell moved to authorize annual filing of the critical load spreadsheet. Director May seconded the motion, which passed 3 to 0, with Directors Aitken and Jones being absent from voting.

## WEST MEMORIAL REGIONAL WASTEWATER TREATMENT PLANT MATTERS

Director Russell reported regarding West Memorial Municipal Utility District regular and advisory committee meetings.

## WEST HARRIS COUNTY REGIONAL WATER AUTHORITY ("WHCRWA") MATTERS

There was no discussion nor Board action for this agenda item.

## DISTRICT WEBSITE

Director Russell reported regarding customer access to information and services through the District website.

There being no further business to come before the Board, the meeting was adjourned at 1:19 p.m.



David Aitken IV

Digitally signed by David Aitken IV  
DN: cn=David Aitken IV, o=Triton Consulting  
Group, ou, email=david@tritoncg.com, c=US  
Date: 2020.06.26 10:23:05 -05'00'

Secretary, Board of Directors

LIST OF ATTACHMENTS TO MINUTES

Minutes  
Page

bookkeeper's report .....	3
tax assessor/collector's report .....	3
engineer's report .....	3
operator's report.....	5