

MINUTES
CIMARRON MUNICIPAL UTILITY DISTRICT OF HARRIS COUNTY, TEXAS

June 17, 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 17th day of June, 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, except Director Aitken thus constituting a quorum.

Also attending by teleconference were: Lauren Martin of Municipal Accounts & Consulting, L.P. ("MAC"); Brenda McLaughlin of Bob Leared Interests, Inc.; Brian Bare of Si Environmental, LLC; Deputy R.B. Merrow of the Harris County Sherriff's Department; Colette Garcia of McGrath & Co., PLLC ("McGrath"); Greg Nady; Erik Spencer of Van De Wiele & Vogler, Inc.; Michael Murr of Murr, Inc.; 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.

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 May 20, 2020. Following review and discussion, Director Russell moved to approve the minutes for the District's regular meeting on May 20, 2020. Director Linn seconded the motion, which passed unanimously.

SECURITY PATROL

Deputy Merrow discussed patrol in the District.

AUDIT FOR FISCAL YEAR END FEBRUARY 28, 2020

Ms. Garcia reviewed a draft audit of the District's financial information for the fiscal year end February 28, 2020. Upon a motion made by Director Russell and seconded by Director Jones, the Board voted unanimously to approve the audit, subject to final consultant review and comments, and direct that the audit be filed appropriately and retained in the District's official records.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Martin 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.

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.

The Board considered authorizing the District's delinquent tax attorney, Perdue, Brandon, Fielder, Collins & Mott, LLP ("Perdue Brandon"), to proceed with the collection of the 2019 delinquent tax accounts.

Following review and discussion, Director Linn moved to (1) approve the tax assessor/collector's report, including payment of bills; and (2) authorize Perdue Brandon to proceed with the collection of delinquent taxes. Director May seconded the motion. The motion passed unanimously.

SB 2 TRANSPARENCY REQUIREMENTS

Mr. Pagan reviewed a memorandum regarding transparency requirements in Sections 26.17 and 26.18, Tax Code, as enacted by Senate Bill 2, the "Texas Property Tax Reform and Transparency Act of 2019." He discussed financial and tax rate information that must be posted on a website maintained or accessible to the District. He also discussed tax-related information that must be included in a property tax database maintained by the appraisal district, some of which must be provided by the District.

Ms. McLaughlin presented a proposed amendment to the contract between Bob Leared Interests ("BLI") and the District for implementation of the transparency requirements. She said the amendment reflects that BLI will host and maintain a generally accessible website containing the required information [OR will contract with a third-party website provider to host and maintain a generally accessible website, provide the required information to be posted, and ensure the information is accurate and current]. Ms. McLaughlin said the amendment also reflects that BLI will provide required data to the appraisal district to include in its property tax database. She discussed the fees associated with implementation of the requirements contained in Sections 26.17 and 26.18, Tax Code, as reflected in the contract amendment.

After review and discussion, Director May moved to approve the amendment to the contract between the District and BLI as presented. Director Russell seconded the motion, which passed unanimously.

ENGINEERING MATTERS AND DEVELOPMENT

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

Mr. Spencer reported that FenceMaster withdrew their bid were received for construction of fencing around lift station no. 1 and water plant no. 2. Mr. Spencer then reviewed bids and recommended that the Board award the contract to Backwater Fence in the amount of \$44,325. The Board concurred that, in its judgment, Backwater Fence 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 next discussed the status of recoating of the hydro-pneumatic tank and recommended that the Board approve Pay Estimate No. 1 and Final in the amount of \$85,960.

Mr. Spencer discussed development in the District.

Following review and discussion, Director May moved to (1) approve the engineer's report; (2) award the contract for construction of fencing around lift station no. 1 and water plant no. 2 to Backwater Fence in the amount of \$44,325, 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; and (3) approve payment of Pay Estimate No. 1 and Final in the amount of \$85,960 to D&L Quality Painting for coating of the hydro-pneumatic tank. Director Linn seconded the motion, which passed unanimously.

STORM WATER PERMITTING MATTERS

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

LANDSCAPING AND TRAIL REPORT

Mr. Nady thanked the Board for the District's contribution to the construction of the Mason Creek Trail Ext west of Mason Road and discussed clean-up work and future landscape improvements, including sidewalks, trees and barricading of streets. Discussion ensued regarding complaints of motorized vehicle use on the trail over the weekend. Deputy Merrow said he would follow up with the Harris County Precinct 3 to get signs prohibiting use of motorized vehicles on the trail posted.

Mr. Murr discussed landscaping maintenance in the District.

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.

Following discussion, Director Jones moved to (1) approve the operator's report; and (2) continue suspension of termination of water and sewer service and penalties to delinquent customers until further notice. Director May seconded the motion, which passed unanimously.

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 1:11 p.m.



David Aitken

Secretary, Board of Directors

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Signature: 
Email: daitken@gmail.com






Cimarron MUD June 17, 2020 meeting minutes

Final Audit Report

2020-07-20

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