

MINUTES  
CIMARRON MUNICIPAL UTILITY DISTRICT OF HARRIS COUNTY, TEXAS

July 15, 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 15<sup>th</sup> day of July, 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: 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 and Deputy Keenan of the Harris County Sherriff's Department; 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](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

There being no members of the public present or 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 June 17, 2020. Following review and discussion, Director Linn moved to approve the minutes for the District's regular meeting on June 17, 2020. Director May seconded the motion, which passed unanimously.

## SECURITY PATROL

Deputies Merrow and Keenan discussed patrol in the District.

## ASSOCIATION OF WATER BOARD DIRECTORS VIRTUAL SUMMER CONFERENCE AND VOTING FOR ASSOCIATION OF WATER BOARD DIRECTORS BOARD OF TRUSTEES

Mr. Pagan stated that the Association of Water Board Directors ("AWBD") is using Simply Voting, a web-based online voting system, for its annual Board of Trustees election to occur during the AWBD summer conference beginning August 7, 2020. He said each AWBD member district will be able to cast a ballot by designating a board member as the district's voting member representative to cast the ballot on behalf of the district. After discussion, the Board concurred to designate Director Aitken as the District's voting member representative to cast the District's ballot in the 2020 AWBD Board of Trustees election.

## 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.

Following review and discussion, Director May moved to approve the tax assessor/collector's report, including payment of bills. Director Jones seconded the motion. The motion passed unanimously.

## ENGINEERING MATTERS AND DEVELOPMENT

Mr. Spencer reviewed the engineer's report, a copy of which is attached.

Mr. first reported the status of sanitary sewer rehabilitation and recommended that the Board approve Pay Estimate No. 5 and Final in the amount of \$34,945.50, payable to Texas Pride Utilities.

Mr. Spencer discussed development in the District.

Following review and discussion, Director May moved to (1) approve the engineer's report; and (2) approve payment of Pay Estimate No. 5 and Final in the amount of \$34,945.50, payable to Texas Pride Utilities for sanitary sewer rehabilitation. Director Russell seconded the motion, which passed by a vote of 4 to 0, with Director Aitken being absent at the time of voting.

## STORM WATER PERMITTING MATTERS

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

## LANDSCAPING AND TRAIL REPORT

Mr. Murr discussed landscaping maintenance in the District.

Director Aitken rejoined the meeting.

## POND MAINTENANCE AND MOWING

There was no discussion for this agenda item.

## 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.

The Board received and reviewed the residents listed on the delinquent statement of the operator's report who were mailed written notice prior to this meeting, notifying them of the opportunity to appear before the Board of Directors to explain, contest or correct the utility service bill and to show reason why utility service should not be terminated for reason of nonpayment. Discussion ensued regarding payment options available to customers with high account balances and providing additional notice to customers scheduled for service termination for nonpayment.

Following discussion, Director May moved to (1) approve the operating report; and (2) that, since the residents on the termination list were neither present at the meeting nor had presented any statement on the matter, utility service should be terminated in accordance with procedures set forth in the Rate Order, with additional customer notice, as discussed. Director Jones seconded the motion, which was approved by unanimous vote.

#### WEST MEMORIAL REGIONAL WASTEWATER TREATMENT PLANT MATTERS

There was no discussion for this agenda item.

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

There was no discussion for this agenda item.

#### DISTRICT WEBSITE

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

#### GARBAGE COLLECTION MATTERS

The Board discussion options to extend the District's current garbage and recycling collection contract but concurred to table discussion until the August 2020 Board meeting.

There being no further business to come before the Board, the meeting was adjourned.



*David Aitken*  
Secretary, Board of Directors

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