

MINUTES  
CIMARRON MUNICIPAL UTILITY DISTRICT OF HARRIS COUNTY, TEXAS

May 19, 2021

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 19th day of May 2021, 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: Taylor Watson of Municipal Accounts & Consulting, L.P.; Brenda McLaughlin of Bob Leared Interests, Inc.; Brian Bare of Si Environmental, LLC (“Si”); Ema Paz of Vogler and Spencer Engineering, Inc.; Chip Patronella of Champions Hydro-Lawn, Inc. (“Champions”); Michael Murr of Murr, Inc.; and Greer Pagan and Meagan Guilmenot of Allen Boone Humphries Robinson LLP.

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).

PUBLIC COMMENT

Mr. Pagan opened the meeting for public comments. There being no member of the public present or requesting to make public comment, Mr. Pagan moved to the next agenda item.

MINUTES

The Board considered approving the minutes of the April 21, 2021, regular meeting. Following review and discussion, Director Linn moved to approve the minutes of the April 21, 2021, regular meeting, as submitted. Director Jones seconded the motion, which passed unanimously.

## SECURITY MATTERS

The Board received and reviewed a monthly call report from the Harris County Sheriff's Office.

## FINANCIAL AND BOOKKEEPING MATTERS

The Board received the bookkeeper's report, a copy of which is attached, and considered payment of the bills.

Mr. Watson reviewed the checks listed in the report and the budget to actual revenues and expenses and variance.

Following review and discussion, Director Russell moved to approve the bookkeeper's report and payment of the bills. Director May seconded the motion, which passed unanimously.

## TRAVEL REIMBURSEMENT GUIDELINES AND ASSOCIATION OF WATER BOARD DIRECTORS ("AWBD") SUMMER CONFERENCE

Mr. Pagan discussed the District's Travel Reimbursement Guidelines (the "Guidelines") in connection with the upcoming AWBD summer conference, and discussion ensued regarding specific expenses eligible and ineligible for the conference. Following discussion, Director Russell made a motion to authorize up to four per diems, three hotel nights, and six meals for each director attending the AWBD summer conference, all to be submitted in accordance with the District's Guidelines. Director May seconded the motion, which carried unanimously.

## TAX ASSESSMENT AND COLLECTIONS MATTERS

Ms. McLaughlin reviewed the tax assessor/collector's written report for May 2021, including certified values for 2020 and preliminary assessed values for 2021, and considered payment of the tax bills. A copy of the tax assessor/collector's report, including the list of checks presented for approval, is attached. Discussion ensued on the District's taxable value and residential and commercial valuations.

Ms. McLaughlin also reported on an update from Perdue, Brandon, Fielder, Collins & Mott L.L.P. ("Perdue") regarding the status of the District's 2018 delinquent tax accounts. After discussion, and as recommended by Perdue, the Board concurred to direct Perdue to file suit against the owner of the property located at 628 S. Peek Road.

Following review and discussion, Director Jones moved to (1) approve the tax assessor/collector's report, including payment of bills; and (2) direct Perdue to file suit

against the owner of the property located at 628 S. Peek Road. Director May seconded the motion, which passed unanimously.

#### ENGINEERING MATTERS

Ms. Paz reviewed an engineering report, a copy of which is attached, and updated the Board on pending projects.

Ms. Paz updated the Board on the status of the Phase 5 Sanitary Sewer Rehabilitation Project. She reviewed and recommended approval of Change Order No. 2 to increase the contract in the amount of 2,853.00, submitted by Texas Pride Utilities ("Texas Pride"). The Board determined that Change Order No. 2 is beneficial to the District.

After review and discussion, Director Jones moved to (1) approve the engineer's report; and (2) approve Change Order No. 2 to increase the contract in the amount of \$2,853.00, submitted by Texas Pride, based on the engineer's recommendation and the Board's determination that the Change Order is beneficial to the District. Director Linn seconded the motion, which passed by unanimous vote.

#### STORM WATER PERMITTING MATTERS

There was no discussion for this agenda item.

#### LANDSCAPING AND TRAIL REPORT

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

Mr. Murr updated the Board regarding trimming of the oleanders.

Mr. Murr updated the Board on the status of the planter pots order for Kingsland Boulevard and the Grand Parkway.

#### POND MAINTENANCE AND MOWING

Mr. Patronella discussed pond mowing and maintenance in the District. A copy of Champions' report is attached.

#### OPERATION OF DISTRICT FACILITIES

Mr. Bare reviewed the operator's report, a copy of which is attached, and updated the Board regarding District operations and facilities.

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

Mr. Bare stated that the District is required to file an updated critical load list annually with the Office of Homeland Security & Emergency Management, Public Utility Commission of Texas and the Texas Division of Emergency Management. Mr. Bare said that the District’s engineer and operator have reviewed the revised Critical Load List and recommend no changes.

Following discussion, Director Linn moved to (1) approve the operator’s report; (2) approve the CCR, authorize the operator to deliver the CCR to District customers, and file the Certificate of delivery with the Texas Commission on Environmental Quality and post the CCR on the District website; and (3) authorizing filing of the critical load list. Director Russell seconded the motion, which passed unanimously.

#### TERMINATION OF WATER AND SEWER SERVICE TO DELINQUENT CUSTOMERS

Mr. Bare presented a list of delinquent customers and reported the residents on the termination list were delinquent in payment of their water and sewer bills and were given written notification, in accordance with the District’s Rate Order, prior to the meeting of the opportunity to appear before the Board of Directors to explain, contest, or correct their bills and to show why utility services should not be terminated for reason of non-payment. Following review and discussion, Director Linn moved to authorize termination of delinquent accounts in accordance with the District’s Rate Order and direct that the delinquent customer list be filed appropriately and retained in the District’s official records. Director Russell seconded the motion, which passed by unanimous vote.

#### WEST MEMORIAL REGIONAL WASTEWATER TREATMENT PLANT MATTERS

Director Russell updated the Board on the status of the contract for the generator upgrade project.

#### WEST HARRIS COUNTY REGIONAL WATER AUTHORITY MATTERS

There was no discussion for this agenda item.

#### DEVELOPMENT IN THE DISTRICT

There was no discussion for this agenda item.

#### DISTRICT WEBSITE

There was no discussion for this agenda item.

GARBAGE COLLECTION MATTERS

The Board discussed concerns from District residents regarding inconsistency in recycling and garbage pick-up by Texas Pride Disposal ("TPD"). Discussion ensued. After discussion, the Board concurred that Director Jones contact TPD to make them aware of the resident concerns, emphasize the expectation that TPD provide consistent garbage and recycling pickup in the District, and request that TPD follow-up with an action plan so information can be sent to residents.

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



/s/ David Aitken  
Secretary, Board of Directors

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