

MINUTES  
CIMARRON MUNICIPAL UTILITY DISTRICT OF HARRIS COUNTY, TEXAS

January 19, 2022

The Board of Directors (the “Board”) of Cimarron Municipal Utility District of Harris County, Texas (the “District”), met in regular session, open to the public, on the 19<sup>th</sup> day of January 2022, at the regular meeting place outside the boundaries of the District, and the roll was called of the members of the Board:

David F. Jones	President
Gary Russell	Vice President
John Linn	Secretary
David Aitken	Assistant Secretary
Mia Hull	Assistant Vice President

and all the above were present, or participating via video conference, thus constituting a quorum.

Also attending either in person or by video conference were: Miguel Hull, property owner in the District; Erik Spencer and Ema Paz of Vogler Engineering, Inc. (“Vogler”); Chip Patronella of Champions (“Champions”); Deputy Hawn of Harris County Sheriff’s Office; Michael Murr of Murr, Inc.; Brenda McLaughlin of Bob Leared Interests, Inc; Taylor Watson of Municipal Accounts & Consulting, L.P.; Brian Bare of Si Environmental, LLC; Greer Pagan and Meagan Guilmenot of Allen Boone Humphries Robinson LLP.

PUBLIC COMMENT

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

MINUTES

The Board considered approving the minutes of the December 15, 2021, regular meeting. Following review and discussion, Director Linn moved to approve the minutes of the December 15, 2021, regular meeting, as submitted. Director Jones seconded the motion, which passed unanimously.

SECURITY MATTERS

Deputy Hawn gave an update on District security matters.

## FINANCIAL AND BOOKKEEPING MATTERS

Mr. Watson reviewed the bookkeeper's report, a copy of which is attached and considered payment of the bills. Director Russell requested to add a line item for fire safety measures to the District's budget for consideration at next month's meeting. Following review and discussion, Director Linn moved to approve the bookkeeper's report, and payment of the bills. Director Russell seconded the motion, which passed unanimously.

## ANNUAL DISCLOSURE STATEMENTS

Mr. Pagan stated that in accordance with the District's Investment Policy, the District's bookkeeper and the District's Investment Officer, are required to execute disclosure statements that disclose any relationships with banks and brokers who seek to sell investments to the District. He added that the disclosure statements will be filed with the Texas Ethics Commission. After review and discussion, Director Russell moved to accept the disclosure statements from the District's bookkeeper and Investment Officer and direct that they be filed appropriately and retained in the District's official records. Director Linn seconded the motion, which passed by unanimous vote.

## ANNUAL REPORT REGARDING POST-ISSUANCE COMPLIANCE POLICY

Mr. Pagan reported on the District's compliance activities during the prior calendar year related to bond financings. He stated that no corrective action is required at this time.

## RESOLUTION ESTABLISHING ADDRESSES AND METHODS FOR TEXAS PUBLIC INFORMATION ACT REQUESTS

Mr. Pagan reviewed with the Board a memorandum regarding designating addresses and methods for receipt of requests for public information under the Texas Public Information Act ("TPIA Requests"), a copy of which is attached. The Board considered designating a mailing address and an email address and approving other methods for receipt of TPIA Requests, pursuant to Section 552.234 of the Texas Government Code. After review and discussion, Director Jones moved to: (1) adopt a Resolution Establishing Addresses and Methods for Texas Public Information Act Requests ("Resolution") to (a) designate the address of the District's official office as the mailing address and cim000@txdistricts.info as the email address for receipt of TPIA Requests to the District, and (b) direct that the designated addresses and methods be printed on the sign displayed by the District under Section 552.205, Texas Government Code; and (2) direct the Resolution to be filed appropriately and retained in the District's official records. Director Russell seconded the motion, which passed unanimously.

## TAX ASSESSMENT AND COLLECTIONS MATTERS

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. After review and discussion, Director Russell moved to approve the tax assessor/collector's report, including payment of bills. Director Hull seconded the motion, which carried unanimously.

## ENGINEERING MATTERS

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

Mr. Spencer reviewed a report from Texas Aquastore ("Aquastore"), a copy of which is attached. He then presented a proposal from Aquastore in the amount of \$197,302.00 for labor and materials relating to replacing panels and adding anodes on the District's Water Plant 2. Discussion ensued on materials and maintenance.

Mr. Spencer requested the Board's approval to authorize a down payment of \$98,561.00 to begin manufacturing the replacement steel for the plant. Director Aitken requested Vogler to coordinate with a third-party corrosion engineer to investigate the paneling and anodes matters. Discussion ensued.

After review and discussion, Director Aitken moved to (1) approve the engineer's report; (2) authorize a down payment in the amount of \$98,561.00 to begin manufacturing the replacement steel for the plant; and (3) authorize Vogler to coordinate with a third-party corrosion engineer to investigate the paneling and anodes matters. Director Linn seconded the motion, which passed by unanimous vote.

## STORM WATER PERMITTING MATTERS

Mr. Klump updated the Board on the District's Storm Water Management Plan ("SWMP"). He distributed and reviewed the year 3 annual report for the SWMP, and a summary of the year 4 training and goals under the SWMP, copies of which are attached.

Mr. Klump began his training session with the Board and other consultants. He stated the topic of the year 4 training was stormwater pollution prevention, the minimum control measures, and bacteria-specific elements. Mr. Klump explained the importance of keeping household hazardous waste, pet waste, and yard waste out of the storm sewers, to prevent adding to bacterial impairment. He then continued with the training, thoroughly explaining the sources of bacteria and outlining the program elements of the SWMP that deal with these sources. Following review and discussion, Director Linn moved to approve the year 3 annual SWMP report and the utility insert. Director Russell seconded the motion, which carried unanimously.

## LANDSCAPING AND TRAIL REPORT

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

## POND MAINTENANCE AND MOWING

Mr. Patronella reviewed a report on pond mowing and maintenance in the District. A copy of the 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.

Following discussion, Director Aitken moved to approve the operator's report. Director Linn seconded the motion, which passed by unanimous vote.

## 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 Aitken 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 Linn seconded the motion, which passed by unanimous vote.

## WEST MEMORIAL REGIONAL WASTEWATER TREATMENT PLANT MATTERS

Director Russell updated the Board on West Memorial Regional Wastewater Treatment Plant matters.

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

There was no discussion on this agenda item.

## DEVELOPMENT IN THE DISTRICT

There was no discussion on this agenda item.

DISTRICT WEBSITE

There was no discussion for this agenda item.

GARBAGE COLLECTION MATTERS

The Board discussed garbage and recycling collection services.

MEETING PROCEDURES AND LOCATION

The Board concurred to remove this agenda item moving forward.

2022 DIRECTORS ELECTION

Mr. Pagan discussed procedures related to the 2022 Directors Election. He reviewed a Resolution Designating an Agent of the Secretary of the Board of Directors During the 2022 Directors Election Period. Following review and discussion, Director Linn moved to adopt a Resolution Designating an Agent of the Secretary of the Board During the 2022 Directors Election Period appointing Meagan Guilmenot as the agent of the Secretary of the Board of Directors to perform the duties of the District’s Directors Election, authorize the agent to post the related notice as required, and direct that the Resolution be filed appropriately and retained in the District’s official records. Director Aitken seconded the motion, which was approved by unanimous vote.

Mr. Pagan reported on requirements to post a Notice of Deadline to File Applications for Place on the Ballot for the 2022 Directors Election. Following discussion, Director Linn moved to authorize the Secretary’s agent to post the notice as required. Director Aitken seconded the motion, which was approved by unanimous vote.

Mr. Pagan stated that the District may contract with Harris County (the “County”) to conduct the District’s 2022 Directors Election. Following discussion, Director Linn moved to contract with the County to administer the District’s election. Director Aitken seconded the motion, which was approved by unanimous vote.

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

/s/ John Linn

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Secretary, Board of Directors



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