

MINUTES
MAYDE CREEK MUNICIPAL UTILITY DISTRICT

February 28, 2022

The Board of Directors (the "Board") of Mayde Creek Municipal Utility District (the "District") met in regular session, open to the public, on the 28th day of February, 2022, at the Mayde Creek Event Center, 19600 Misty Cove, Katy, Texas, inside the boundaries of the District, and the roll was called of the members of the Board:

Willie Jo Reynolds	President
Jorge Diaz	Vice President
Betty Mancia Alvarenga	Secretary
Cyrus Dumas	Director
Jessica Graham	Director

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

Also present at the meeting were: Lee Crenshaw, resident of the District; Deputy Jimmy Satterfield of the Harris County Sheriff's office; Michael Murr of Murr Incorporated; Kristen Scott of Bob Leared Interests; Claudia Redden of Claudia Redden & Associates; Bart Downum of Environmental Development Partners, LLC; Kelly Wilkinson of IDS Engineering Group ("IDS"); Tonie Pettit, building manager; and Nellie Connally and Arlene Catalan of Allen Boone Humphries Robinson, LLP. ("ABHR").

Due to the COVID-19 virus epidemic emergency and the high threat level warnings issued by various governments and agencies, the District established a telephone option for members of the public to listen to the meeting and to address the Board.

PUBLIC COMMENTS

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

MINUTES

The Board considered approving the minutes of the January 24, 2022, regular meeting. After review and discussion, Director Dumas moved to approve the minutes of the January 24, 2022, regular meetings. Director Graham seconded the motion, which passed unanimously.

SECURITY REPORT

Deputy Satterfield presented and reviewed the security report. After discussion, Director Dumas moved to accept the security report. Director Alvarenga seconded the motion, which passed unanimously.

DISCUSS SERVICE AGREEMENT WITH ITECH MONITORING FOR SECURITY CAMERAS AND ALARM SYSTEM

Director Dumas gave an update of the installation of the security cameras and alarm system.

The Board reviewed and recommended approval of a Change Order to the contract with iTech for the installation of Security Cameras to increase the contract in the amount of \$16,200, for the installation of electricity at the poles for cameras. The Board determined that the Change Order is beneficial to the District. After review and discussion, Director Diaz moved to approve the Change Order in the amount of \$16,200 as an increase to the contract with iTech, based upon the Board's finding that the Change Order is beneficial to the District and the engineer's recommendation. Director Dumas seconded the motion, which passed by unanimous vote.

REPORT ON LANDSCAPE MAINTENANCE

Mr. Murr reported on landscape maintenance in the District.

PARK AND TRAIL REPORT, INCLUDING PARK AND BUILDING MAINTENANCE; EXERCISE EQUIPMENT

Mr. Murr presented and reviewed the Park Maintenance Report, a copy of which is attached.

After review and discussion, Director Dumas moved to accept the landscape maintenance report. Director Diaz seconded the motion, which passed unanimously.

RESOLUTION CONCERNING EXEMPTIONS FROM TAXATION

The Board considered adopting a Resolution Concerning Exemptions from Taxation. After review and discussion, Director Graham moved to allow an exemption of \$20,000 for individuals who are disabled or are sixty-five years of age, reject any exemption of residence homesteads from ad valorem taxation and direct that the Resolution be filed appropriately and retained in the District's official records. Director Dumas seconded the motion, which passed unanimously.

TAX ASSESSMENT AND COLLECTION

Ms. Scott reviewed the tax assessor/collector's report, including a list of bills submitted for payment and list of delinquent taxpayers, a copy of which is attached. After review and discussion, Director Graham moved to approve the tax assessor collector's report and authorize payment of the bills submitted. Director Diaz seconded the motion, which passed unanimously.

DELINQUENT TAX MATTERS

There was no report on this agenda item.

ASSOCIATION OF WATER BOARD DIRECTORS ("AWBD") WINTER CONFERENCE, APPROVE REIMBURSEMENT OF ELIGIBLE EXPENSES, AUTHORIZE ATTENDANCE AT SUMMER CONFERENCE

The Board discussed the AWBD winter conference. After review and discussion, Director Graham moved to approve the reimbursement to Directors for eligible AWBD winter conference expenses, subject to final review by the bookkeeper for compliance with the District's travel guidelines, and authorize Board members to attend the summer conference in Fort Worth, Texas. Director Dumas seconded the motion, which passed by unanimous vote.

REGIONAL WASTEWATER TREATMENT PLANT ("WWTP") FINANCIAL AND BOOKKEEPING MATTERS, AND PAYMENT OF THE BILLS AND REVIEW OF INVESTMENTS

Director Diaz presented and reviewed the regional WWTP bookkeeper's report, a copy of which is attached, and the bills submitted for payment. After review and discussion, Director Graham moved to accept the regional WWTP bookkeeper's report, and the bills submitted for payment. Director Alvarenga seconded the motion, which passed unanimously.

FINANCIAL AND BOOKKEEPING

Ms. Redden presented and reviewed the bookkeeper's report, a copy of which is attached, and the bills submitted for payment. After review and discussion, Director Dumas moved to approve the bookkeeper's report, and the checks presented for payment. Director Graham seconded the motion, which passed unanimously.

OPERATION OF DISTRICT FACILITIES

Mr. Downum presented and reviewed the Operator's Report, a copy of which is attached, including system repairs and maintenance. He reported on pending and completed repairs and improvements to the District's water and sanitary sewer systems.

Mr. Downum then reviewed a Resolution Approving Submittal of the Water Smart Application for Inclusion in the AWBD Water Smart Partners Program.

Mr. Downum said that the District's annual water usage report will be submitted to the West Harris County Regional Water Authority and to the Texas Water Development Board.

After review and discussion, Director Dumas moved to: (1) approve the operator's report; (2) authorize the operator to turn the recommended delinquent accounts over for collections; and (3) approve the Resolution Approving Submittal of the Water Smart Application for Inclusion in the AWBD Water Smart Partners Program. Director Graham seconded the motion, which passed unanimously.

HEARING ON TERMINATION OF WATER AND SEWER SERVICE TO DELINQUENT CUSTOMERS AND AUTHORIZE TERMINATION OF SERVICE

The Board reviewed the list of delinquent accounts. Mr. Downum informed the Board that the residents on the termination list were delinquent in payment of their utility bills and had been given written notification prior to the meeting of the opportunity to appear before the Board to explain, contest, or correct the utility service bill and show reason why utility services should not be terminated for reason of nonpayment. The Board conducted a hearing regarding water and sewer service termination. Following review and discussion, Director Dumas moved that, because the customers on the list were not present at the meeting, nor had presented any written statement on the matter, all utility services should be terminated, if their utility bills are not paid in accordance with the District's Amended Rate Order. The motion was seconded by Director Graham, which passed unanimously.

AMENDED AND RESTATED JOINT TRUNK SEWER LINE AGREEMENT

Ms. Conally presented and reviewed the Amended and Restated Joint Trunk Sewer Line Agreement ("Agreement"). Discussion ensued. After review and discussion, Director Dumas moved to approve the Agreement, subject to finalization, and direct that the Agreement be filed appropriately and retained in the District's official records. The motion was seconded by Director Graham, which passed unanimously.

ENGINEERING MATTERS

Ms. Wilkinson reviewed the engineering report, a copy of which is attached.

REGIONAL WASTEWATER TREATMENT PLANT ("WWTP")
REHABILITATION

Ms. Wilkinson stated that the construction of the Regional WWTP rehabilitation project is complete.

Ms. Wilkinson stated IDS submitted the application for the renewal of the District's Wastewater Discharge Permit to the Texas Commission on Environmental Quality and has published notice in the Houston Chronicle and LaVoz.

Ms. Wilkinson gave an update on the Regional WWTP Advisory Committee (the "Committee") meeting held on February 3, 2021.

Ms. Wilkinson updated the Board regarding cleaning and televising of the regional sanitary sewer lines and manholes and reviewed and recommended approval of Pay Estimate No. 1 in the amount of \$9,272.29, payable to CSI Consolidated, LLC DBA AIMS Companies ("AIMS").

Ms. Wilkinson recommended authorizing AIMS to perform a de-silting of the 96-inch pipe at the District's North Park and Detention Pond outfall at a cost of \$2,500.00 per day.

SITE DEVELOPMENT REQUESTS AND UTILITY COMMITMENT LETTERS

There was no report on the matter.

DEEDS AND EASEMENTS

There were no deeds or easements presented to the Board.

ASSET MANAGEMENT PLAN

There was no discussion on this matter.

After review and discussion, Director Dumas moved to: (1) approve the engineer's report; (2) approve Pay Estimate No. 1 in the amount of \$9,272.29; and (3) authorize AIMS to to perform a de-silting of the 96-inch pipe at the District's North Park and Detention Pond outfall at a cost of \$2,500.00 per day, at a cost not to exceed \$7,500.00. Director Diaz seconded the motion, which passed unanimously.

BUILDING MANAGER'S REPORT AND BUILDING MATTERS

Ms. Pettit presented and reviewed the Building Manager's Report, a copy of which is attached.

After discussion, Director Dumas moved to accept the Building Manager's Report. Director Graham seconded the motion, which passed unanimously.

WEST HARRIS COUNTY REGIONAL WATER AUTHORITY

There was no report on this agenda item.

REPORTS FROM DIRECTORS

There was no report on this agenda item.

GARBAGE SERVICES

There was no report on this agenda item.

RESOLUTION ESTABLISHING ADDRESSES AND METHODS FOR TEXAS PUBLIC INFORMATION ACT REQUESTS

Ms. Connally 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"). 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 Dumas 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 may000@txdistricts.info as the email address for receipt of TPIA Requests to the District, (b) approve electronic submission through the District's website, maydecreekmud.com, as methods for submittal of TPIA Requests to the District, and (c) direct that the designated addresses and methods be printed on the sign displayed by the District under Section 552.205, Texas Government Code, and posted continuously on the District's Internet website; and (2) direct the Resolution to be filed appropriately and retained in the District's official records. Director Graham seconded the motion, which passed unanimously.

AGENDA ITEMS FOR NEXT BOARD MEETING

Ms. Connally stated the next Committee will be held on March 3, 2022, via teleconference.

Ms. Connally said that the next Board meeting is scheduled to be held on March 28, 2022, in-person.

There being no further business to come before the Board, Director Dumas moved to adjourn the meeting. Director Graham seconded the motion, which passed unanimously.





Secretary, Board of Directors
Director

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