

MINUTES
MAYDE CREEK MUNICIPAL UTILITY DISTRICT

May 23, 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 23rd day of May, 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 the above were present except Director Diaz, 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; Bob Manning of Boston Fern; Michael Murr of Murr Incorporated; Kristen Scott of Bob Leared Interests; Sherri Greenwood and Michele Uong of BKD, LLP; Claudia Redden of Claudia Redden & Associates; Amanda Benzman of Environmental Development Partners, LLC ("EDP"); Kelly Wilkinson of IDS Engineering Group ("IDS"); Tonie Pettit, building manager; and Angie Lutz and Arlene Catalan of Allen Boone Humphries Robinson, LLP. ("ABHR").

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 April 25, 2022, regular meeting. After review and discussion, Director Dumas moved to approve the minutes of the April 25, 2022, regular meetings, as corrected. Director Graham seconded the motion, which passed unanimously.

SECURITY REPORT

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

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

Director Dumas gave an update of the installation of the security cameras and alarm system. He presented and reviewed Change Order No. 3 in the amount of \$2,400.00 from iTech. After review and discussion, Director Dumas moved to approve Change Order No. 3 in the amount of \$2,400.00. Director Graham seconded the motion, which passed unanimously.

REPORT ON LANDSCAPE MAINTENANCE

Mr. Manning reported on landscape maintenance in the District.

Mr. Manning requested an item be added to the agenda to amend the District's service agreement with Boston Fern.

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

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.

Mr. Murr reported that he is working with IDS on a solution to reduce vegetation in the pilot channel.

Mr. Murr stated that the District park and trail signs have been installed. He said that the sign manufacture is interested in doing a case study on the District.

Mr. Murr reported that trenches have been excavated around the district by iTech Monitoring ("iTech") for the installation of cables for the new security cameras. Director Dumas stated he would contact iTech and request the trenches be refilled.

Mr. Murr reported that a sinkhole was discovered on the connector trail near the bridge. He stated that he will work with EDP on the matter.

Mr. Murr reported the fence located on the west side of the District building and east of the water plant needs to be repaired. He recommended the installation of a painted pine fence. Mr. Murr said that he would prepare a proposal for the repair.

Director Reynolds reported that a resident, located at 3371 Silver Side has reported that chunks of concrete were found along of the edge of their property. Mr. Murr stated that he would investigate the matter and have the concrete remove.

After review and discussion, Director Dumas moved to approve the Park and Trail Report. Director Graham 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 Dumas moved to approve the tax assessor collector's report and authorize payment of the bills submitted. Director Graham seconded the motion, which passed unanimously.

DELINQUENT TAX MATTERS

There was no report on this agenda item.

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

Ms. Greenwood and Ms. Uong introduced themselves to the Board.

Ms. Uong 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 Dumas moved to accept the regional WWTP bookkeeper's report, and the bills submitted for payment. Director Graham seconded the motion, which passed unanimously.

ACCEPT DISCLOSURE STATEMENTS FOR REGIONAL WASTEWATER TREATMENT PLANT BOOKKEEPER

The Board reviewed the disclosure statement of the regional wastewater bookkeeper. Director Dumas moved to accept the annual disclosure statement from BKD, LLP. and to authorize ABHR to file the disclosure statement with the Texas Ethics Commission and in the District's official records. Director Graham seconded the motion, which passed unanimously.

APPROVE AMENDED EXHIBIT A TO DEPOSITORY PLEDGE AGREEMENT

Ms. Lutz stated that an Exhibit A to the District's Depository Pledge Agreements will need to be revised to reflect the BKD, LLP as the new regional wastewater bookkeeper. After review and discussion, Director Dumas moved to approve

amending Exhibit A to the District's Depository Pledge Agreements. Director Graham seconded the motion, which carried unanimously.

FINANCIAL AND BOOKKEEPING

Ms. Redden presented and reviewed the District's 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 District's bookkeeper's report, and the checks presented for payment. Director Alvarenga seconded the motion, which passed unanimously.

TRAVEL REIMBURSEMENT GUIDELINES

The Board discussed the Association of Water Board Directors' summer conference expenses eligible for reimbursement. After discussion, Director Dumas moved to authorize up to three hotel nights, four fees of office and two meals per day for the summer conference. Director Graham seconded the motion, which passed by unanimous vote.

OPERATION OF DISTRICT FACILITIES

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

Ms. Benzman stated that a leak was located along Maymist Drive. She said that the leak was caused by a boring contractor. The Board discussed that the boring is in connection to AT&T's recent installation of fiber network. Ms. Benzman stated that EDP would contact AT&T regarding the water leak.

Ms. Benzman presented and reviewed the 2021 Consumer Confidence Report.

After review and discussion, Director Dumas moved to: (1) approve the operator's report; and (2) approve the 2021 Consumer Confidence Report. 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. Ammel 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.

ENGINEERING MATTERS

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

Ms. Wilkinson gave an update on the renewal of the District's Wastewater Discharge Permit to the Texas Commission on Environmental Quality.

Ms. Wilkinson updated the Board regarding the repair of the Motor Control Center.

Ms. Wilkinson reported on the WWTP Capital Improvement Plan.

Ms. Wilkinson reported on the televising of the Regional Trunk Sewer Lines. She stated that IDS is working with EDP on the three deficiencies found during the televising of the lines.

Ms. Wilkinson gave an update on the Regional WWTP Advisory Committee (the "Committee") meeting held on May 5, 2022.

Ms. Wilkinson said that the de-silting of the 90-inch outfall pipe is complete.

Ms. Wilkinson recommended the de-silting of the pilot channels within the District's pond. She stated that IDS estimates that the cost to de-silt the pilot channels will be under \$75,000.00. Ms. Wilkinson reported that IDS is preparing the design of the de-silting for the advertisement of bids.

SITE DEVELOPMENT REQUESTS AND UTILITY COMMITMENT LETTERS

Ms. Wilkinson gave an update on the 2.03-acre F&B Properties, LLC tract located at Brannan Drive and Clay Road. She stated that IDS received an updated Capacity Request and Site Plan. Ms. Wilkinson said that the request increased from 24.305 equivalent single-family connections ("ESFCs") to 27.1605 ESFCs. She requested approval to update the Water and Sewer Utility Commitment Letter with Newcastle Investment Group.

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; and (2) approve IDS and ABHR to update the Water and Sewer Utility Commitment Letter with Newcastle Investment Group. Director Graham 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.

Ms. Pettit reported that installation of the District sign is pending receipt of materials.

After discussion, Director Dumas moved to accept the Building Manager's Report. Director Alvarenga 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

Ms. Lutz reported that Texas Pride sent a notice regarding an 11.6% bill increase to the District's bookkeeper. She stated that ABHR notified Texas Pride that any bill increase is required to be approved by the Board, to which Texas Pride stated that a formal request would be made.

Ms. Pettit stated that the District's building trash has been missed twice in the last week. Ms. Lutz said ABHR would contact Texas Pride regarding the continued missed trash pickup.

The Board requested that Texas Pride attend the next meeting.

2022 DIRECTORS ELECTION

The Board discussed the 2022 Directors Election.

CERTIFICATE OF ELECTION

The Board considered approving a Certificate of Election, reflecting the election of Willie Jo Reynolds and Betty Mancía Alvarenga to the Board of Directors of the District each for a four-year term. After review and discussion, Director Dumas moved to approve the Certificate of Election and the distribution of same to Directors Reynolds and Alvarenga, and direct that the Certificate of Election be filed appropriately and retained in the District's official records. Director Graham seconded the motion, which passed by unanimous vote.

DIRECTORS' SWORN STATEMENTS AND OATHS OF OFFICE

Ms. Lutz reviewed the Sworn Statement and Oath of Office for Directors Reynolds and Alvarenga. After review and discussion, Director Dumas moved to approve the Sworn Statement and Oath of Office and direct that the documents be filed in the official records of the District, and that the Oath of Office be filed with the Secretary of State, as required by law. Director Graham seconded the motion, which passed by unanimous vote.

REORGANIZE THE BOARD

The Board considered reorganizing the Board. After discussion, Director Dumas motioned that all Board members would retain their current positions. Director Graham seconded the motion, which passed by unanimous vote.

DISTRICT REGISTRATION FORM

The Board then considered authorizing filing of an updated District Registration Form with the Texas Commission on Environmental Quality ("TCEQ"), reflecting the terms of the newly elected directors and the reorganization of the Board. Following review and discussion, Director Dumas moved to authorize filing of the updated District Registration Form with the TCEQ, and direct that the District Registration Form be filed appropriately and retained in the District's official records. Director Graham seconded the motion, which passed by unanimous vote.

AGENDA ITEMS FOR NEXT BOARD MEETING

Ms. Lutz stated the next Committee will be held on June 2, 2022.

Ms. Lutz said that the next Board meeting is scheduled to be held on June 27, 2022.

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.



B. Mancini
Secretary, Board of Directors

ATTACHMENTS TO MINUTES

Minutes
Page

Park Maintenance Report2
Tax Assessor/Collector's Report3
regional WWTP bookkeeper's report.....3
District Bookkeeper Report4
Operator's Report.....4
Engineering report.....5
Building Manager Report6