

MINUTES
MAYDE CREEK MUNICIPAL UTILITY DISTRICT

September 26, 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 26th day of September, 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
Cyrus Dumas	Vice President
Betty Mancia Alvarenga	Secretary
Jessica Graham	Director
Lee Crenshaw	Director

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

Also present at the meeting were: Nick Nicoletti of the Westfield Homeowner's Association; 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; Claudia Redden of Claudia Redden & Associates; Bart Downum of Environmental Development Partners, LLC ("EDP"); Kelly Wilkinson of IDS Engineering Group ("IDS"); Tonie Pettit, building manager; and Angie Lutz, Allison Leatherwood, 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.

Mr. Nicoletti addressed the Board regarding Flock Safety cameras. He requested that the Board consider contracting Flock Safety for cameras at the District's three entrances. Mr. Nicoletti stated that the annual cost per camera is \$2,500 per camera plus a \$350 installation fee. Discussion ensued. After discussion, the Board requested an agenda item be added to further discuss Flock Safety cameras.

MINUTES

The Board considered approving the minutes of the August 22, 2022, regular meeting. After review and discussion, Director Dumas moved to approve the minutes of the August 22, 2022, regular meeting. Director Graham seconded the motion, which passed unanimously.

SECURITY REPORT

Deputy Satterfield presented and reviewed the security report, a copy of which is attached. After review and 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 stated that a final walk through with iTech is pending. The Board requested the final payment to iTech be held until confirmation from Direct Dumas that the work is complete.

REPORT ON LANDSCAPE MAINTENANCE

Mr. Manning reported on landscape maintenance in the District. After discussion, Director Dumas moved to accept the landscape maintenance report. Director Alvarenga 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 on the results of the District Building's (the "Building") plumbing assessment. He stated that the drains, restrooms, and water heaters were inspected. Mr. Murr reported that the plumber recommended the respective repair of the drinking fountain in the amount of \$475.00, and the urinal drain line in the amount of \$225.00. The Board discussed the recommended repairs.

Mr. Murr stated that Ms. Pettit requested a quote for the installation of a backsplash in the Building's kitchen to reduce damage to the walls and simplify cleaning after events. He presented a proposal for a four-foot by eight-foot backsplash in the amount of \$4,400.00. Discussion ensued regarding the area the where backsplash would be installed.

Mr. Murr stated that he and IDS are working on a bid package for the grading and desilting of the pilot channel.

Mr. Murr reviewed the plans and specifications and requested the Board authorize him to advertise for bids for the fence surrounding the Regional Water Plant.

Mr. Murr reviewed a proposal for pressure washing the Building's concrete and two pavilions in the amount of \$3,500.00.

After review and discussion, Director Dumas moved to: (1) approve the Park and Trail Report; (2) approve the repair of the drinking fountain in the amount of \$475.00, and the urinal drain line in the amount of \$225.00; (3) approve the four-foot by eight-foot backsplash in the amount of \$4,400.00; (4) approve the plans and specifications and to authorize the engineer to advertise for bids for the fence surrounding the Regional Water Plant; and (5) authorize pressure washing the Building's concrete and two pavilions in the amount of \$3,500.00. Director Crenshaw 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 Alvarenga seconded the motion, which passed unanimously.

DISCUSS 2022 TAX RATE, SET PUBLIC HEARING DATE, AND AUTHORIZE NOTICE OF PUBLIC HEARING REGARDING ADOPTION OF TAX RATE

The Board considered the District's 2022 tax rate. Mr. Rathmann distributed and reviewed a debt service tax rate analysis reflecting the recommendation for the District to levy a 2022 water, sewer, and drainage debt service tax rate of \$0.33 per \$100 of assessed valuation, based on the District's initial 2022 certified value of \$334,691,209, plus \$40,680,078 representing the uncertified value under protest. A copy of the debt service tax rate analysis is attached. The Board then discussed the District's operation and maintenance tax rate. Ms. Lutz discussed the two-step process for setting the District's tax rate.

Following review and discussion, Director Dumas moved to: (1) set the public hearing date for October 24, 2022; and (2) authorize the tax assessor/collector to publish notice in *The Katy Times* of the District's meeting on October 24, 2022, to set the proposed 2022 total tax rate of \$0.72 per \$100 of assessed valuation, with \$0.33 allocated for debt service on water, sewer, and drainage bonds and \$0.39 allocated for operations and maintenance. Director Lee seconded the motion, which passed unanimously.

DELINQUENT TAX MATTERS

The Board reviewed the delinquent tax report from Perdue, Brandon, Fielder, Collins and Mott, L.L.P. ("Perdue Brandon"), a copy of which is attached. After review and discussion, Director Dumas moved to authorize termination of water service to

property with delinquent tax accounts if payment is not received after a final notice is provided to the property owners and a water termination notice is placed on the door. Director Alvarenga seconded the motion, which passed unanimously.

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

The Board 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 Dumas seconded the motion, which passed unanimously.

INVESTMENT POLICY

The Board reviewed the District's Investment Policy to determine if any amendments were necessary.

REVIEW, REVISE AND ADOPT RESOLUTION ESTABLISHING THE AUTHORIZED DEPOSITORY INSTITUTIONS AND ADOPTING LIST OF QUALIFIED BROKER/DEALERS WITH WHOM THE DISTRICT MAY ENGAGE IN INVESTMENT TRANSACTIONS

The Board considered adopting a Resolution Establishing the Authorized Depository Institutions and Adopting a List of Qualified Broker/Dealers with Whom the District May Engage in Investment Transactions incorporating an updated list of broker/dealers provided by the District's bookkeepers.

After review and discussion, Director Dumas moved to: (1) make no changes to the Investment Policy and to adopt a Resolution Regarding Annual Review of Investment Policy and direct that the Resolution be filed appropriately and retained in the District's official records; and (2) adopt the Resolution Establishing the Authorized Depository Institutions and Adopting List of Qualified Broker/Dealers with Whom the District May Engage in Investment Transactions, and direct that the Resolution be filed appropriately and retained in the District's official records. Director Alvarenga seconded the motion, which passed by unanimous vote.

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 bookkeeper's report, and the checks presented for payment. Director Alvarenga 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 stated that the West Harris County Regional Water Authority has initiated stage 1 of its Drought Contingency Plan ("DCP"). He stated that residents have been notified.

Mr. Downum reported that the air compressor at the Wastewater Plant was replaced on the weekend, at a cost of \$5,000.00.

Mr. Downum reported that the Annual fire hydrant inspection and flushing was conducted and a list of repairs would be presented at the following Board meeting for the Board's consideration.

After review and discussion, Director Dumas moved to approve the operator's 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. 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.

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 (the "Permit") to the Texas Commission on Environmental Quality ("TCEQ").

Ms. Wilkinson updated the Board regarding the Wastewater Treatment Plant LED Lighting Upgrade project, and reviewed and recommended approval of the Final

Pay Estimate in the amount of \$36,350.00, payable to Neil Technical Services, Corporation. She also presented a Certificate of Completion and Acceptance and recommended the Board accept the facilities.

SITE DEVELOPMENT REQUESTS AND UTILITY COMMITMENT LETTERS

Ms. Wilkinson stated there have been no updates regarding the development of the 2.03-acre tract located on Brannan Drive and Clay Road by F&B Properties, LLC.

Ms. Wilkinson stated that there have been no updates on the expansion of the health center, Spring Branch Community Health Center.

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) the Final Pay Estimate in the amount of \$36,350.00, and to accept the facilities. 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 AT&T has denied upgrading the Building's internet to fiber-optic because it is not currently available in the area. She stated that she has upgraded the Building's internet to the highest available internet.

Ms. Pettit reported that the Building's fire alarms were pulled at a party over the weekend. She stated that as a result, the fire department came to reset the Building's fire alarm system.

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

Ms. Lutz presented and reviewed a Notice of Anticipated Fees from WHCRWA, a copy of which is attached. She stated as of January 1, 2023, the groundwater reduction plan fee is increasing to from \$3.70 to \$3.95 per 1,000 gallons of water

metered and the Surface Water Fee is increasing from \$4.10 to \$4.35 per 1,000 gallons of water metered.

REPORTS FROM DIRECTORS

There was no report on this agenda item.

GARBAGE SERVICES

Ms. Pettit reported that Texas Pride Disposal ("Texas Pride ") has not repaired the garbage gate that was damaged during a service pick up. The Board Directed ABHR to notify Texas Pride regarding the pending repair.

AGENDA ITEMS FOR NEXT BOARD MEETING

Ms. Lutz stated the next Committee will be held on November 3, 2022.

Ms. Lutz said that the next Board meeting is scheduled to be held on October 24, 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. Manda
Secretary, Board of Directors

ATTACHMENTS TO MINUTES

Minutes
Page

Security Report.....	2
Park Maintenance Report	2
Tax Assessor/Collector's Report	3
Perdue, Brandon, Fielder, Collins and Mott, L.L.P Report.....	3
regional WWTP bookkeeper's report.....	4
District Bookkeeper Report	4
Operator's Report.....	5
Engineering report.....	5
Building Manager Report	6