

MINUTES
MAYDE CREEK MUNICIPAL UTILITY DISTRICT

November 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 November, 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: Kristen Scott of Bob Leared Interests; Bob Manning of Boston Fern; Michael Murr of Murr of Murr Incorporated; Bart Downum of Environmental Development Partners, LLC ("EDP"); Kelly Wilkinson of IDS Engineering Group ("IDS"); Tonie Pettit, building manager; Kelly Trebing of Claudia Redden & Associates; and Angie Lutz and Arlene Catalan of Allen Boone Humphries Robinson, LLP.

PUBLIC COMMENTS

Director Dumas 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 Dumas moved to the next agenda item.

MINUTES

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

DISCUSS FLOCK SAFETY AND AUTHORIZE APPROPRIATE ACTION

The Board discussed the Flock Safety camera proposal presented at last month's meeting. After review and discussion, Director Dumas motioned to not move forward with Flock Safety for cameras. Director Alvarenga 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. 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 Graham moved to accept the landscape maintenance report. Director Crenshaw 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 the concrete located near the entrances of the bridge, in the park, is deteriorating. He stated that the estimated cost to repair the cement is between \$5,800 to \$6,500. Mr. Murr noted the repair would entail the removal and installation of three concrete panels.

After review and discussion, Director Alvarenga moved to: (1) approve the Park and Trail Report; and (2) approve the repair of the concrete at a cost not to exceed \$6,500. 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 discussion on this agenda item.

TRAVEL REIMBURSEMENT GUIDELINES AND DIRECTOR EXPENSES

Discussion ensued regarding travel and expenses relating to the Association of Water Board Directors ("AWBD") winter conference in Austin, Texas. After discussion, Director Dumas moved to authorize two hotel nights, three fees of office and reasonable meals not covered by the conference for directors attending the winter conference. Director Crenshaw motion, which passed by unanimous vote.

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

FINANCIAL AND BOOKKEEPING

Ms. Trebing presented and reviewed the District's bookkeeper's report, a copy of which is attached, and the bills submitted for payment.

Ms. Trebing requested approval of additional check no. 1914 to Boston Fern, Inc. in the amount of \$7,284.88; check no. 1915 to Wedding Pro in the amount of \$1,527.24; and check no. 1916 to BCCS, Inc. in the amount of \$800.00.

After review and discussion, Director Dumas moved to: (1) approve the bookkeeper's report, and the checks presented for payment; and (2) approve additional check no. 1914 to 1916, as discussed. 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 update the Board on the fire hydrant repairs.

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 reported the Regional Trunk Sewer Lines Cleaning and Televising project is complete.

Ms. Wilkinson presented and reviewed an aerial exhibit and photographs of the existing fence at the wastewater treatment plant ("WWTP"). She reported that the Regional WWTP advisory committee agreed to the removal of the wooden fence and addition of barbed wire. She noted that IDS is in the process of obtaining quotes for the work.

Ms. Wilkinson stated she anticipates making a recommendation to award the Detention Basin Pilot Channel Desilting Project contract at the January Board meeting.

SITE DEVELOPMENT REQUESTS AND UTILITY COMMITMENT LETTERS

Ms. Wilkinson updated the Board on the Newcastle Investment development.

DEEDS AND EASEMENTS

There were no deeds or easements presented to the Board.

ASSET MANAGEMENT PLAN

There was no discussion on this matter.

Ms. Wilkinson reported that Harris County Precinct No. 3 is scheduled to commence construction on a traffic signal at Clay Road and Dayflower Drive at the end of the month.

After review and discussion, Director Crenshaw moved to approve the engineer's report. Director Dumas 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 the installation of the stainless steel backsplash in the kitchen was complete.

Ms. Pettit reported that Texas Pride Disposal ("Texas Pride") repaired the gate at the garbage dumpster.

Ms. Pettit reported that the Building holiday lights have been installed.

Ms. Pettit requested the Board's authorization for "Barley's Blessings" to use the Community Center and grounds for a charity event on December 23, 2021. She stated that the event in 2019 and 2021 were a success. Additionally, she requested the Board's approval of a \$1,000.00 budget for supplies, marketing materials, face painters, and a portion of the food. Discussion ensued.

Ms. Pettit requested vacation time for December 26, 2022, through December 30, 2022.

After discussion, Director Dumas moved to: (1) accept the Building Manager's Report; (2) authorize the charity event on December 23, 2022, including the approval of the \$1,000.00 event budget; and (3) approve of Ms. Pettit's vacation request. Director Crenshaw seconded the motion, which passed unanimously.

CONSIDER AMENDING THE FACILITY USE AGREEMENT AND APPROVE APPROPRIATE ACTION

Ms. Lutz reviewed proposed revisions to the Facility Use Agreement. After discussion, Director Dumas moved to authorize the revisions to the Facility Use Agreement, as discussed. Director Graham seconded the motion, which passed by unanimous vote.

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. Pettit reported she has requested that Texas Pride do pickups on Thursday.

The Board deferred considering the Texas Pride's increase request at the next Board meeting.

AGENDA ITEMS FOR NEXT BOARD MEETING

Ms. Lutz stated the next Committee will be held on February 2, 2023.

Ms. Lutz said that the next Board meeting is scheduled to be held on December 26, 2022.

EMINENT DOMAIN FILING

Ms. Lutz reported ABHR has filed the District's Eminent Domain Authority Annual Report with the Comptroller of the State of Texas pursuant to Senate Bill 1812.

DISCUSS MEETING SCHEDULE

This item was discussed under agenda items for next Board meeting.

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.

(SEAL)



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Secretary, Board of Directors

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