

MINUTES
MAYDE CREEK MUNICIPAL UTILITY DISTRICT

May 22, 2023

The Board of Directors (the "Board") of Mayde Creek Municipal Utility District (the "District") met in regular session, open to the public, on the 22nd day of May, 2023, 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:

Cyrus Dumas	President
Jessica Graham	Vice President
Betty Mancia Alvarenga	Secretary
Lee Crenshaw	Director
Vacant	Director

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

Also present at the meeting were: Thomas Clark and Irwin Sanchez, residents of the District; Bob Manning of Boston Fern; Michael Murr of Murr Incorporated; Kristen Scott of Bob Leared Interests ("BLI"); 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 Allison Leatherwood and Arlene Catalan of Allen Boone Humphries Robinson, LLP.

PUBLIC COMMENTS

The Board offered any members of the public attending the meeting the opportunity to make a public comment.

Mr. Clark introduced himself to the Board and expressed his interest to join the Board. Additionally, he inquired about the logistics of separating the pool and clubhouse waterlines at the Westfield Homeowners Association pool. Mr. Downum responded to Mr. Clark's questions and comments regarding the waterline.

Mr. Sanchez addressed the Board regarding his previous request for outdoor fitness equipment at the District's park. The Board stated that prior to COVID-19 Mr. Murr had been looking into pricing. Mr. Sanchez requested that in addition to the fitness equipment the Board consider replacing the soccer goals and regrading the field as it ponds after big rain events.

MINUTES

The Board considered approving the minutes of the April 24, 2023, regular meeting. After review and discussion, Director Crenshaw moved to approve the

minutes of the April 24, 2023, regular meeting. Director Graham seconded the motion, which passed unanimously.

SECURITY REPORT

The Board discussed the security report. After discussion, Director Graham moved to accept the security report. Director Crenshaw seconded the motion, which passed unanimously.

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 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 irrigation repairs in the park. He stated that he and Mr. Manning are working on a list of plants for the Board's consideration that are more tolerant of Texas weather for planting in the fall.

Mr. Murr reported that tree pruning in the north park has been delayed because of the recent rain but will commence soon.

Mr. Murr reported on the clearing of the detention pilot channel repairs.

Mr. Murr reported that bridge repairs will be made once the work on the basin is complete. He recommended replacing the bridge and playground equipment in the future as part of the long-term capital improvements. Discussion ensued.

After review and discussion, Director Crenshaw 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 Graham moved to approve the tax assessor/collector's report and authorize payment of the bills submitted. Director Alvarenga 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

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

Ms. Redden requested approval of additional check no. 2246 to Rebecca Mina in the amount of \$700.00 and check no. 2247 to Lee Crenshaw in the amount of \$ \$138.53.

Ms. Redden noted that check nos. 2236 and 2237 will be voided.

Mr. Downum updated the Board regarding the transition of District's facility land lines with AT&T and stated that the District will receive credit for any late fees.

After review and discussion, Director Graham moved to: (1) approve the bookkeeper's report, and the checks presented for payment; and (2) approve additional check nos. 2246 and 2247, as discussed. Director Crenshaw 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 Crenshaw 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

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 presented and reviewed the 2022 Consumer Confidence Report.

Discussion ensued regarding amending the Rate Order to provide for an increase to the sewer rate due to increased garbage collection costs. After review and discussion, Director Graham moved to adopt an Amended Rate Order to provide for an increase in the residential sewer rate from \$28.37 per customer to \$35.00 per customer, and direct that the Amended Rate Order be filed appropriately and maintained in the District's records. Director Crenshaw seconded the motion, which passed by unanimous vote.

After review and discussion, Director Graham moved to: (1) approve the operator's report; and (2) approve the 2022 Consumer Confidence Report. Director Crenshaw 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 Graham 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 Crenshaw, which passed unanimously.

APPROVE CONSUMER CONFIDENCE REPORT AND AUTHORIZE OPERATOR TO MAIL CONSUMER CONFIDENCE REPORT AND FILE CERTIFICATE OF MAILING WITH THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

This agenda item was covered under the operator's report.

ENGINEERING MATTERS

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

Ms. Wilkinson updated the Board on the Texas Commission on Environmental Quality ("TCEQ") Water Plant inspection. She reported and recommended the existing swales be regraded to provide positive drainage. Ms. Wilkinson requested Board authorization for Storm Water Solutions to regrade the existing swales at the Water Plant and seed the disturbed areas at a cost not to exceed \$5,000.00. Additionally, Ms. Wilkinson reported the TCEQ's concern regarding the rust and mildew at the Water

Plant. She requested Board authorization for Pardalis to complete a pressure wash and topcoat of all necessary steel at a cost not to exceed \$25,000.00.

Ms. Wilkinson stated the next the Regional WWTP Advisory Committee meeting will be held August 3, 2023.

Ms. Wilkinson reported on the detention basin pilot channel desilting project.

SITE DEVELOPMENT REQUESTS AND UTILITY COMMITMENT LETTERS

Ms. Wilkinson reported that Newcastle Investment's capacity letter will be revised to include language regarding tax exemption properties.

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 Crenshaw moved to: (1) approve the engineer's report; (2) authorize Storm Water Solutions to regrade the existing swales at the Water Plant and seed the disturbed area at a cost not to exceed \$5,000.00; and (3) authorize Pardalis to complete a pressure wash and topcoat of all necessary steel at a cost not to exceed \$25,000.00. 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 and Ms. Catalan reported that The Texas Network has offered to update the District's website at no cost. Ms. Pettit reported that she will be taking pictures for the website.

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

WEST HARRIS COUNTY REGIONAL WATER AUTHORITY ("WHCRWA")

There was no report on this agenda item.

REPORTS FROM DIRECTORS

There was no report on this agenda item.

GARBAGE SERVICES

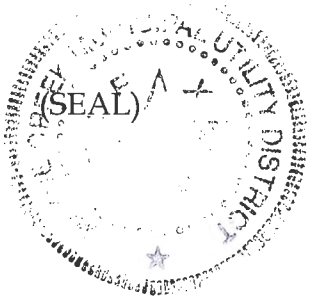
The Board discussed termination of Texas Pride Disposal and the start day of Best Trash.

AGENDA ITEMS FOR NEXT BOARD MEETING

Ms. Leatherwood stated the next Committee meeting will be held on August 3, 2023.

Ms. Leatherwood said that the next Board meeting is scheduled to be held on June 26, 2023.

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



Pranav G.

Secretary, Board of Directors

ATTACHMENTS TO MINUTES

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