

MINUTES
MAYDE CREEK MUNICIPAL UTILITY DISTRICT

July 24, 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 24th day of July, 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 Mancía Alvarenga	Secretary
Lee Crenshaw	Director
Vacant	Director

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

Also present at the meeting were: Irwin Sanchez, resident of the District; Michael Murr of Murr Incorporated ("Murr"); 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 Allison Leatherwood and Arlene Catalan of Allen Boone Humphries Robinson, LLP ("ABHR").

PUBLIC COMMENTS

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

The Board reviewed correspondence from the property owner of 19102 Lilywood Springs Drive.

MINUTES

The Board considered approving the minutes of the June 26, 2023, regular meeting. After review and discussion, Director Crenshaw moved to approve the minutes of the June 26, 2023, regular meeting. Director Alvarenga seconded the motion, which passed unanimously.

SECURITY REPORT

The Board reviewed the security report, a copy of which is attached. After discussion, Director Crenshaw moved to accept the security report. Director Alvarenga seconded the motion, which passed unanimously.

REPORT ON LANDSCAPE MAINTENANCE

The Board discussed 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.

Mr. Murr requested and recommended approval for the trimming of the South Park trees in an amount not to exceed \$5,400. He stated that he anticipates the work will be completed in less than three days.

Mr. Murr stated that the District's current soccer goals are 10 years old and made of aluminum. He reported the cost for a new set of soccer goals with a net, including delivery, is \$3,800. He noted the cost to demolish and install the soccer goals is approximately \$500 to \$600. Discussion ensued.

Mr. Murr reported on the bridge repair options. Ms. Wilkinson stated that IDS could work with Murr and provide the services of a structural engineer for the new bridge. After discussion the Board requested written proposals for a new bridge.

Mr. Murr reported that the pergolas in the District's parks are showing signs of wear. He stated the cost to sand wash and paint the pergolas is \$3,000, and he noted that for an additional \$500 an anti-graffiti coating could be added. Discussion ensued.

After review and discussion, Director Graham moved to: (1) accept the landscape maintenance report; (2) approve the Park and Trail report; (3) authorize the trimming of trees in the South Park in an amount not to exceed \$5,400; and (4) approve the purchase, demolition, and installation of soccer goals, at a cost not to exceed \$5,000. Director Alvarenga seconded the motion, which passed unanimously.

ADOPT RESOLUTION REGARDING DEVELOPMENT STATUS FOR 2023 TAX YEAR

Ms. Leatherwood discussed the "truth-in-taxation" property tax calculations and tax levy process for water districts and stated that Chapter 49 of the Texas Water Code establishes three main categories for water districts, based on a district's development status and/or tax rate. She reviewed the definitions for each of the three categories and

said the Board must annually determine the District's category for that tax year and follow the associated notice and levy provisions in the Texas Water Code.

Discussion ensued regarding the District's development status. After fully considering relevant data, information, and statutory definitions, the Board determined that the District is a Developed District for the 2023 tax year.

Following review and discussion, Director Alvarenga moved to adopt a Resolution Regarding Development Status for 2023 Tax Year establishing the District as a Developed district for the 2023 tax year, pursuant to Section 49.23602, Texas Water Code, and direct that the Resolution be filed appropriately and retained in the District's official records. 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 discussion 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.

The Board then reviewed the proposed budget for the fiscal year end August 31, 2024, regional WWTP account, a copy of which is attached in the regional WWTP bookkeeper's report.

After review and discussion, Director Graham 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. Redden presented and reviewed the District's bookkeeper's report, a copy of which is attached, and the bills submitted for payment.

Additionally, she reviewed the proposed budgets for the fiscal year end August 31, 2024, operating account, a copy of which is attached. Discussion ensued.

After review and discussion, Director Graham moved to approve the bookkeeper's report, and the checks presented for payment. Director Crenshaw 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.

The Board discussed the installation of a lockable bar gate for one of the District Building's parking lot entrances to discourage drivers from using the parking lot as a cut through to avoid the stop sign located on Misty Cove Drive and Dayflower Drive. Mr. Downum presented a proposal for a lockable bar gate in the amount of \$7,500.

After review and discussion, Director Graham moved to: (1) approve the operator's report; and (2) approve the lockable bar gate in the amount of \$7,500. Director Alvarenga 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 Alvarenga, which passed unanimously.

ENGINEERING MATTERS

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

Ms. Wilkinson presented and reviewed IDS' response to the Texas Commission on Environmental Quality's ("TCEQ") February inspection and the alleged violation report. She then reviewed an Opinion of Probable Cost for a rehabilitation project for the Water Plant.

Ms. Wilkinson then presented and reviewed an Opinion of Probable Cost for the Replacement of the Motor Control center at the Wastewater Treatment Plant.

Ms. Wilkinson stated that the additional riprap for the North Park 90-inch Outfall and Basin Drainage Swale is pending.

SITE DEVELOPMENT REQUESTS AND UTILITY COMMITMENT LETTERS

There was no report on this agenda item.

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 Graham moved to approve the engineer's report. Director Crenshaw 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 the air conditioning unit for the second floor stopped working. She stated that Air Tech of Houston AC & Plumbing ("Air Tech") came out earlier in the day and determined that a fuse needs to be replaced. Ms. Pettit stated that Air Tech will be back later in the week to complete the work.

Mr. Pettit requested authorization to host a Pop-up Shop at the Building to raise funds for Barley's Blessings. She reminded the Board that Barley's Blessings also uses the Building in December to give away bicycles to local children.

After discussion, Director Graham moved to: (1) accept the Building Manager's Report; (2) authorize the repair of the air conditioning unit on the second floor; and (3) authorize the Pop-up Shop for Barley's Blessings. Director Crenshaw 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

Discussion ensued regarding the new dumpster. Ms. Pettit requested a new dumpster with a side door. Ms. Leatherwood stated that Best Trash received a proposal from Republic Services for an eight-yard dumpster with a side door at a cost of \$175.00 per month, with an additional fee of \$220.00 to remove the current dumpster and deliver the new dumpster. After review and discussion, Director Graham moved to approve the proposal from Republic Services for the eight-yard dumpster with a side door, including the additional cost of \$220.00, as discussed. Director Crenshaw seconded the motion, which passed unanimously.

REPORT REGARDING LEGISLATIVE MATTERS

The Board received a report prepared by ABHR regarding legislative matters pertaining to the 88th Regular Session of the Texas Legislature and Ms. Leatherwood reviewed the report with the Board.

EXECUTION OF AMENDMENT TO INFORMATION FORM

Ms. Leatherwood reported on legislation passed by the Texas Legislature to update the language for the Notice to Purchasers form that must be provided by persons proposing to sell or convey real property located in a water district. She said water districts that are required to maintain a website or have access to a website under Section 26.18, Tax Code, are also now required to post their Notice to Purchasers on the applicable website. The Board then considered authorizing execution of an Amendment to Information Form reflecting the District's new form of Notice to Purchasers attached thereto. Ms. Leatherwood explained that the District is required to file the Amendment to Information Form in the Official Public Records of Real Property of Harris County and with the TCEQ. After review and discussion, Director Graham moved to authorize execution of the Amendment to Information Form and to authorize filing with Harris County and the TCEQ. Director Crenshaw seconded the motion, which passed unanimously.

RESOLUTION ESTABLISHING DIRECTOR FEES OF OFFICE AND DISTRICT REIMBURSEMENT POLICY

Ms. Leatherwood stated that House Bill No. 2815, which became effective on June 18, 2023, sets the maximum water district director fees of office at the per diem amount set by the Texas Ethics Commission for members of the legislature. She noted that, pursuant to House Bill No. 2815, the current maximum amount for director fees of

office is \$221.00, and going forward, the maximum amount automatically will be indexed for inflation.

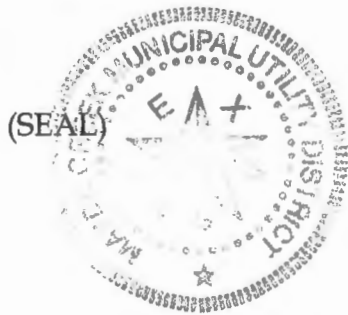
The Board then considered adopting a Resolution Establishing Director Fees of Office and District Reimbursement Policy to reflect that directors' fees of office shall be paid at the maximum rate allowed by law, noting that this would replace the previously adopted Resolution. After review and discussion, Director Graham moved to adopt a Resolution Establishing Director Fees of Office and District Reimbursement Policy and direct that the Resolution be filed appropriately and retained in the District's official records. Director Alvarenga seconded the motion, which passed unanimously.


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 August 28, 2023.

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





Secretary, Board of Directors

ATTACHMENTS TO MINUTES

Minutes
Page

security report	2
Park Maintenance Report	2
Tax Assessor/Collector's Report	3
regional WWTP bookkeeper's report.....	3
District Bookkeeper Report	3
Operator's Report.....	4
Engineering report.....	4
Building Manager Report	5