

MINUTES  
MAYDE CREEK MUNICIPAL UTILITY DISTRICT

February 26, 2024

The Board of Directors (the "Board") of Mayde Creek Municipal Utility District (the "District") met in regular session, open to the public, on the 26<sup>th</sup> day of February 2024, 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
Erwin Sanchez	Director

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

Also present at the meeting were: Bryan Dotson, trail advocate; Deputy Giovanni Ruiz 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 INFRAMARK; Kelly Wilkinson of IDS Engineering Group; 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.

Mr. Dotson updated the Board regarding the Cullen Park Path Segment 2 project. He stated that the Board had previously pledged to financially support the project in the amount of \$5,000.00 and is requesting the funds be released now that the project is moving forward. After review and discussion, the Board concurred to release the funds for the Cullen Park Path Segment 2 project.

MINUTES

The Board considered approving the minutes of the January 22, 2024, regular meetings. After review and discussion, Director Crenshaw moved to approve the minutes of the January 22, 2024, regular meeting. Director Graham seconded the motion, which passed unanimously.

## SECURITY REPORT

Deputy Ruiz reviewed the security report, a copy of which is attached. After review and 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. He requested and recommended authorization for additional work to aerate the grass at the District's Building at a cost not to exceed \$600.00. Discussion ensued.

After discussion, Director Graham moved to: (1) accept the landscape maintenance report; and (2) authorize the additional work at a cost not to exceed \$600.00. 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 reviewed the design for flower beds to be located in the North and South Parks. A copy of the design is attached to the Park Maintenance Report. He stated the cost for the three new flower beds is \$7,365.00, which includes the removal of the current flower beds, construction of the new flower beds, and new plants.

Mr. Murr updated the Board regarding the sink holes in the District.

Director Sanchez presented images and information regarding certain areas of concern. Discussion ensued.

After review and discussion, Director Alvarenga moved to: (1) accept the Park Maintenance Report; and (2) approve the North and South Park flower beds at a cost not to exceed \$7,365.00. 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.

Ms. Scott presented a property owner appeal requesting waiver of penalties and fees. Discussion ensued.

After review and discussion, Director Graham moved to: (1) approve the tax assessor/ collector's report and authorize payment of the bills submitted; and (2) deny the property owner's appeal. Director Alvarenga seconded the motion, which passed unanimously.

#### RESOLUTION CONCERNING EXEMPTIONS FROM TAXATION

The Board considered adopting a Resolution Concerning Exemptions from Taxation. After review and discussion, Director Crenshaw moved to allow an exemption of \$20,000 for individuals who are disabled or over sixty-five years of age, reject any exemption of residence homesteads from ad valorem taxation and direct that the Resolution be filed appropriately and retained in the District's official records. 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. After review and discussion, Director Graham moved to approve 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. 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.

Mr. Downum requested and recommended approval to remove and replace the Hydropneumatic Tank ("HPT") probe piping for the Water Supply Plant at a cost of \$11,000.00.

Mr. Downum requested and recommended approval to replace the 2-inch air release well header at Well No. 1 at a cost of \$2,500.00.

Mr. Downum requested and recommended approval to replace a 3-inch air release well header at Well No. 2 at a cost of \$5,500.00.

Ms. Leatherwood requested approval and authorization for the operator to submit the District's Water Usage Reporting Form to the West Harris County Regional Water Authority ("WHCRWA").

Ms. Leatherwood reported that Harris County Municipal Utility District No. 238 ("HCMUD 238") contacted ABHR requesting a meeting to discuss emergency interconnects between the Districts. Discussion ensued. After discussion, the Board denied HCMUD 238 request for a meeting to District the Districts' interconnect.

After review and discussion, Director Crenshaw moved to: (1) approve the operator's report; (2) approve the repair of the HPT probe piping for the Water Supply Plant at a cost of \$11,000.00; (3) approve the replacement of the 2-inch air release well header at Well No. 1 at a cost of \$2,500.00; (4) approve the replacement of the 3-inch air release well header at Well No. 2 at a cost of \$5,500.00; and (5) approve and authorize the operator to submit the District's Water Usage Reporting Form to the WHCRWA. 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 Crenshaw 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.

## SITE DEVELOPMENT REQUESTS AND UTILITY COMMITMENT LETTERS

Ms. Wilkinson reported that IDS received an inquiry for the 2.03-acre tract on Clay Road and Brannan Drive that had previously requested capacity for an apartment building. She stated the new inquiry is proposing a retail strip center with laundromat, gas station and car wash facilities. She requested that the Board approve a Water and Sewer Utility Commitment, subject to a maximum of 12,150 gallons per day of water and wastewater capacity.

## REGIONAL WASTEWATER TREATMENT PLANT ADVISORY COMMITTEE

Ms. Wilkinson stated that the next Advisory Committee meeting is scheduled for May 2, 2024.

## 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 updated the Board regarding the North Park Detention Pond and block retaining wall repairs. She stated the Belgard block color used in the District has been discontinued. Ms. Wilkinson stated that repairs can be made so that the structure of the retaining wall is secure, but the block color may not be an exact match. Discussion ensued regarding alternative options.

Ms. Wilkinson updated the Board regarding the North Park Detention Pond Pedestrian Bridge replacement.

After review and discussion, Director Alvarenga moved to: (1) approve the engineer's report; and (2) approve a Water and Sewer Utility Commitment, subject to a maximum of 12,150 gallons per day of water and wastewater capacity. Director Graham seconded the motion, which passed unanimously.

## BUILDING MANAGER'S REPORT AND BUILDING MATTERS

There was no report on this agenda item.

## 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

There was no discussion on this agenda item.

AGENDA ITEMS FOR NEXT BOARD MEETING

Ms. Leatherwood stated the next Committee meeting will be held on May 2, 2024.

Ms. Leatherwood said that the next Board meeting is scheduled to be held on March 25, 2024.

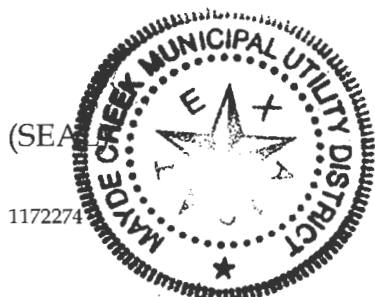
2024 DIRECTORS ELECTION

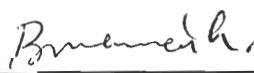
Ms. Leatherwood presented a Certificate Declaring Unopposed Status of Candidates for Election to the Board of Directors stating that the District received two candidate applications for the two director positions for the May 4, 2024, Directors Election.

Ms. Leatherwood presented an Order Cancelling Election and Declaring Unopposed Candidates Elected to Office stating that the May 4, 2024, Directors Election is cancelled and that the unopposed candidates, Cyrus Dumas, Jessica Graham, and Lee Crenshaw, are declared elected to office to serve from May 4, 2024, until the May 6, 2028, Director Election.

Following review and discussion, Director Graham moved to: (1) accept the Certificate Declaring Unopposed Status of Candidates for Election to the Board of Directors and direct that the Certificate be filed appropriately and retained in the District's official records; and (2) adopt the Order Cancelling Election and Declaring Unopposed Candidates Elected to Office and direct that the Order be filed appropriately and retained in the District's official records. Director Crenshaw seconded the motion, which carried unanimously.

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



  
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Secretary, Board of Directors

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