

MINUTES
MAYDE CREEK MUNICIPAL UTILITY DISTRICT

February 24, 2025

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 February 2025, 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: Nick Nicoletti of the Westfield Homeowners Association ("Westfield HOA"); 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 and Justin Ubernosky of INFRAMARK; Kelly Wilkinson of IDS Engineering Group ("IDS"); Tonie Pettit, building manager; and Angie Lutz 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. Nicoletti addressed the Board requesting that the Board consider contributing to the Westfield HOA for the 2024 National Night Out snow cone trucks. The Board discussed the request. After discussion the Board took no action.

Mr. Ubernosky introduced himself to the Board and noted that he was attending as an observer.

MINUTES

The Board considered approving the minutes of the January 27, 2025, regular meeting. After review and discussion, Director Alvarenga moved to approve the minutes of the January 27, 2025, regular meeting as amended. Director Graham seconded the motion, which passed unanimously.

SECURITY REPORT

Deputy Ruiz presented the security report. Discussion ensued regarding activities around the District. After review and discussion, Director Graham moved to accept the security report. Director Lee seconded the motion, which passed unanimously.

REPORT ON LANDSCAPE MAINTENANCE

Mr. Manning reported on landscape maintenance in the District.

Mr. Manning reported standing water located on the western side of the District's building and estimated the cost to resolve the issue at approximately \$2,000.00. Discussion ensued.

After discussion, Director Graham moved to: (1) accept the landscape maintenance report; and (2) authorize remediation of the standing water at a cost not to exceed \$2,000.00. 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 updated the Board on the installation of trees from Trees for Houston.

Mr. Murr reported on potential erosion in North Park, noting that he has notified IDS and will continue to monitor the situation.

Mr. Murr updated the Board on the removal of the two dead trees at the water plant located on Misty Cove Drive.

Mr. Murr stated that he is working with ABHR and IDS on an updated Park Plan for the District's Bond Election.

Mr. Murr reported that cat shelters were found in North Park. He recommended the removal of the shelters after spring break.

Mr. Murr reported that six light poles throughout the District, located at the North Park, the South Park, and the Connector Trail, need repairs. He requested authorization to move forward with the repairs to the light poles.

Mr. Murr reported and recommended repairs to the District Building's single stall restroom. He stated the estimated cost for the repair is \$6,000.00. Ms. Pettit reported that the restroom has been cleaned and the lights have been replaced.

After review and discussion, Director Graham moved to: (1) approve the Park Maintenance Report; (2) approve the light pole repairs; and (3) approve the District Building's single stall restroom repairs at a cost not to exceed \$6,000.00. 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 a list of delinquent taxpayers, a copy of which is attached.

Ms. Scott reported that the District has not received the 2024 payment in lieu of taxes from Petroleum Wholesale, Inc. ("Petroleum Wholesale"). Discussion ensued. After review and discussion, the Board Directed ABHR to send a letter to Petroleum Wholesale regarding the outstanding payment.

Ms. Scott presented and reviewed a property owner's appeal for a waiver of penalty and interest. 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 for waiver of penalty and interest. Director Alvarenga seconded the motion, which passed unanimously.

DELINQUENT TAX MATTERS

There was no report on this agenda item.

RESOLUTION CONCERNING EXEMPTIONS FROM TAXATION

The Board considered adopting a Resolution Concerning Exemptions from Taxation. After review and discussion, Director Graham 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.

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 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 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.

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

ENGINEERING MATTERS

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

Ms. Wilkinson updated the Board regarding the inspection for the Water Plant No. 1 Ground Storage Tanks No. 1 and 2.

Ms. Wilkinson updated the Board regarding the Ricewood Municipal Utility District interconnect matters.

Ms. Wilkinson reported that IDS is working with INFRAMARK on the District's Wastewater Discharge Permit renewal.

SITE DEVELOPMENT REQUESTS AND UTILITY COMMITMENT LETTERS

There was no discussion on this matter.

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 Pedestrian Bridge Replacement Project.

Ms. Wilkinson noted that IDS would work with Mr. Murr on areas in the North Park to prevent water ponding.

Ms. Wilkinson presented and reviewed a draft of an engineering bond report.

After review and discussion, Director Graham moved to: (1) approve the engineer's report; and (2) approve the bond report. Director Crenshaw seconded the motion, which passed unanimously.

RESOLUTION EXPRESSING INTENT TO REIMBURSE

Ms. Lutz presented and reviewed a Resolution Expressing Intent to Reimburse (the "Resolution"). After review and discussion, Director Graham moved to approve the Resolution. Director Alvarenga 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.

Discussion ensued regarding Mr. Nicoletti's request to sponsor snow cone trucks for the 2024 National Night Out. After review, the Board directed Ms. Pettit to notify Mr. Nicoletti of the Board's decision to make a one-time contribution of \$250.00.

Ms. Pettit requested and recommended entering into a maintenance agreement with Efficiency Experts Air Conditioning and Heating, Inc. ("Efficiency Experts") for the maintenance of the District Building's air conditioning and heating units.

After discussion, Director Lee moved to: (1) accept the Building Manager's Report; and (2) approve a service agreement with Efficiency Experts for maintenance services. Director Graham seconded the motion, which passed unanimously.

WEST HARRIS COUNTY REGIONAL WATER AUTHORITY ("WHCRWA")

There was no discussion on this agenda item.

REPORTS FROM DIRECTORS

There was no discussion on this agenda item.

GARBAGE MATTERS

There was no discussion on this agenda item.

AGENDA ITEMS FOR NEXT BOARD MEETING

The Board noted that the next Committee meeting will be held on May 1, 2025, and the next regular meeting will be held March 24, 2025.

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.



Secretary, Board of Directors

ATTACHMENTS TO MINUTES

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