

MINUTES
MAYDE CREEK MUNICIPAL UTILITY DISTRICT

August 25, 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 25th day of August 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:

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|------------------------|----------------|
| Cyrus Dumas | President |
| Jessica Graham | Vice President |
| Betty Mancía Alvarenga | Secretary |
| Lee Crenshaw | Director |
| Erwin Sanchez | Director |

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

Also present at the meeting were: Michael Murr of Murr Incorporated; Kristen Scott of Bob Leared Interests; Claudia Redden of Claudia Redden & Associates; Bart Downum and Justin Ubersnosky of INFRAMARK; Roy Ward and Matt Carpenter of IDS Engineering Group; 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. There being no members of the public requesting to make public comments, the Board moved to the next agenda item.

MINUTES

The Board considered approving the minutes of July 28, 2025, regular meeting. After review and discussion, Director Crenshaw moved to approve the minutes of July 28, 2025, regular meeting. Director Sanchez seconded the motion, which passed unanimously.

SECURITY REPORT

There was no security report.

REPORT ON LANDSCAPE MAINTENANCE

There was no security report.

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 inquired if the Board is interested in requesting trees from Trees for Houston.

Mr. Murr reported that the Fido House Pet Waste Stations have been ordered.

Mr. Murr reported on the flower beds located at the District's South Park. Director Sanchez requested a proposal for the installation of mulch in all flower beds.

After review and discussion, Director Alvarenga moved to: (1) approve the Park Maintenance Report; and (2) authorize Mr. Murr to request trees from Trees for Houston. 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. After review and discussion, Director Crenshaw 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

The Board reviewed the delinquent tax report from Perdue, Brandon, Fielder, Collins and Mott, LLP, a copy of which is attached. After review and discussion, Director Crenshaw moved to authorize termination of water service to property with delinquent tax accounts if payment is not received after a final notice is provided to the property owner and a water termination notice is placed on the door. Director Alvarenga seconded the motion, which passed unanimously.

AUTHORIZE AUDITOR TO CONDUCT AUDIT FOR THE FISCAL YEAR END
AUGUST 31, 2025

The Board received and reviewed letters from McCall, Gibson, Swedlund, Barfoot, PLLC, ("McCall Gibson") copies of which are attached, regarding preparation of the District's audit for the fiscal year ending August 31, 2025. Ms. Leatherwood stated that the cost for preparing the District's audit will range from \$21,500 to \$24,000 and that the cost for preparing the audit for the joint wastewater treatment plant will range from \$12,000 to \$14,000. After review and discussion, Director Crenshaw moved

to authorize McCall Gibson to prepare the audits for the fiscal year ending August 31, 2025. 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.

The Board then reviewed the proposed budget for the fiscal year end August 31, 2026, regional WWTP account, a copy of which is attached to the regional WWTP bookkeeper's report.

After review and discussion, Director Crenshaw moved to: (1) approve the regional WWTP bookkeeper's report and the bills submitted for payment; and (2) adopt the regional WWTP budget for fiscal year end August 31, 2026. Director Sanchez 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 budget for the fiscal year end August 31, 2026, operating account, a copy of which is attached.

After review and discussion, Director Crenshaw moved to: (1) approve the bookkeeper's report and the checks presented for payment; and (2) adopt the operating account budget for fiscal year end August 31, 2026, 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 presented and reviewed a Standard Merchant Processing Agreement and Merchant Attestation and Amendment of Agreement and Electronic Check Processing Addendum Terms with JPMorgan Chase Bank, NA ("Chase").

Mr. Downum requested and recommended the Board authorize Inframark to conduct the Sanitary Manhole Survey at a cost of \$22,000.00. He then requested and recommended authorization to conduct the Distribution Valve Survey at a cost of \$16,000.00. Discussion ensued.

After review and discussion, Director Crenshaw moved to: (1) approve the operator's report; (2) approve the Standard Merchant Processing Agreement and Merchant Attestation and Amendment of Agreement and Electronic Check Processing Addendum Terms with Chase; (3) authorize Inframark to conduct the Sanitary Manhole Survey at a cost of \$22,000.00; and (4) authorize Inframark to conduct the Distribution Valve Survey at a cost of \$16,000.00. Director Sanchez 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 Sanchez, which passed unanimously.

ENGINEERING MATTERS

Mr. Ward reviewed the engineering report, a copy of which is attached.

Mr. Ward updated the Board regarding the Water Plant Improvements Project.

SITE DEVELOPMENT REQUESTS AND UTILITY COMMITMENT LETTERS

There was no discussion on this matter.

REGIONAL WASTEWATER TREATMENT PLANT ADVISORY COMMITTEE

Mr. Ward stated that the next Advisory Committee meeting is scheduled for November 6, 2025.

DEEDS AND EASEMENTS

There were no deeds or easements presented to the Board.

ASSET MANAGEMENT PLAN

There was no discussion on this matter.

Mr. Ward updated the Board regarding Bond Application No. 12.

After review and discussion, Director Alvarenga moved to approve the engineer's report. Director Sanchez seconded the motion, which passed unanimously.

BUILDING MANAGER'S REPORT AND BUILDING MATTERS

The Board reviewed the Building Manager's Report, a copy of which is attached.

The Board discussed National Night Out planning matters and considered a budget of \$7,500.00.

After discussion, Director Alvarenga moved to: (1) approve the Building Manager's Report; and (2) approve the \$7,500.00 budget for National Night Out. Director Crenshaw seconded the motion, which passed unanimously.

WEST HARRIS COUNTY REGIONAL WATER AUTHORITY

There was no discussion on this agenda item.

REPORTS FROM DIRECTORS

There was no discussion on this agenda item.

GARBAGE AND RECYCLING 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 November 6, 2025, and the next regular meeting will be held on September 22, 2025.

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



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Secretary, Board of Directors

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