

MINUTES  
MAYDE CREEK MUNICIPAL UTILITY DISTRICT

January 26, 2026

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 January 2026, 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, except Director Alvarenga, thus constituting a quorum.

Also present at the meeting were: Judith McGlaughlin and Bryan Datson of One Creek West, Inc.; Deputy Kyle San Miguel of Harris County Sheriffs Office; 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 and Roy Ward of IDS Engineering Group ("IDS"); 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.

Ms. McGlaughlin updated the Board regarding One Creek West, Inc.'s efforts and Harris County's support for trails around the District.

MINUTES

The Board considered approving the minutes of the December 22, 2025, regular meeting. After review and discussion, Director Crenshaw moved to approve the minutes of the December 22, 2025, regular meeting. Director Graham seconded the motion, which passed unanimously.

## ANNUAL REPORT REGARDING POST-ISSUANCE COMPLIANCE POLICY

Ms. Leatherwood reported on the District's compliance activities during the prior calendar year related to bond financings. She stated that no corrective action is required at this time.

## APPROVE ANNUAL REPORT AND AUTHORIZE FILING OF SAME IN ACCORDANCE WITH THE DISTRICT'S CONTINUING DISCLOSURE OF INFORMATION AGREEMENT AND AS REQUIRED BY SEC RULE 15C2-12

The Board reviewed the District's annual report containing updated financial and operating data to be filed in accordance with the continuing disclosure provisions contained in the bond resolutions. Ms. Leatherwood stated that the District is required to file certain financial and operating data with the Municipal Securities Rulemaking Board through the Electronic Municipal Market Access System ("EMMA"). Following review and discussion, Director Graham moved to approve the annual report, authorize the attorney to submit the District's updated financial and operating data in compliance with the continuing disclosure provisions contained in the bond resolutions through EMMA and direct that the report be filed appropriately and retained in the District's official records. Director Crenshaw seconded the motion, which passed by unanimous vote.

## ANNUAL REVIEW OF PROCEDURES FOR CONTINUING DISCLOSURE COMPLIANCE

The Board reviewed the District's procedures for continuing disclosure compliance and concurred to make no changes at this time.

## SECURITY REPORT

Deputy San Miguel reviewed a report on security matters in the District. A copy of the security report is attached. Discussion ensued regarding activities around the District. After review and discussion, Director Graham moved to accept the security report. Director Crenshaw seconded the motion, which passed unanimously.

## REPORT ON LANDSCAPE MAINTENANCE

There was no report under this agenda item.

## 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 that he is working on two concepts for an updated playground and anticipates having them ready for the Board's review at their next meeting.

After review and discussion, Director Graham moved to approve the Park Maintenance Report. 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 Graham moved to approve the tax assessor/collector's report and authorize payment of the bills submitted. Director Crenshaw 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 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 Crenshaw seconded the motion, which passed unanimously.

#### ANNUAL DISCLOSURE STATEMENTS FOR INVESTMENT OFFICER AND BOOKKEEPER

The Board reviewed the annual disclosure statements of the Investment Officer and bookkeeper. Director Graham moved to accept the annual disclosure statements from Claudia Redden and Forvis Mazars, LLP and to authorize ABHR to file the disclosure statements with the Texas Ethics Commission and in the District's official records. Director Crenshaw seconded the motion, which passed unanimously.

DISCUSS ASSOCIATION OF WATER BOARD DIRECTORS (“AWBD”) WINTER CONFERENCE, APPROVE REIMBURSEMENT OF ELIGIBLE EXPENSES, AND AUTHORIZE ATTENDANCE AT SUMMER CONFERENCE

The Board discussed the AWBD winter conference. After review and discussion, Director Graham moved to approve the reimbursement to Directors for eligible AWBD winter conference expenses, subject to final review by the bookkeeper for compliance with the District's travel reimbursement guidelines, and to authorize Board members to attend the summer conference in Grapevine, Texas. Director Crenshaw 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 reviewed the Water Usage Reporting Form (the “Form”) and requested authorization to submit the Form to the West Harris County Regional Water Authority.

Mr. Downum discussed the AWBD Water Smart Partners Program and requested authorization to submit an application for inclusion in the Program (the “Application”) in order to meet the submission deadline. He then requested an item be added to next month’s agenda to ratify submission of the application.

After review and discussion, Director Graham moved to: (1) approve the operator’s report; (2) approve and authorize submittal of the Form to the West Harris County Regional Water Authority; and (3) approve and authorize submittal of the Application to AWBD. 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.

DISCUSS AMERICA'S WATER INFRASTRUCTURE ACT OF 2018 AND APPROVE RISK AND RESILIENCE ASSESSMENT AND FILING OF CERTIFICATION OF SAME WITH THE ENVIRONMENTAL PROTECTION AGENCY

Ms. Leatherwood reported on certain certification obligations that the District must meet under the America's Water Infrastructure Act of 2018 (the "Act"). She stated that, pursuant to the Act, the District must certify to the Environmental Protection Agency that its community water system has completed a Risk and Resilience Assessment (the "Assessment"). Mr. Downum discussed the District's Assessment. After review and discussion, Director Graham moved to approve the Risk and Resilience Assessment, authorize the filing of certification of the Assessment with the Environmental Protection Agency, and direct (1) the Assessment to be filed in confidentially in the District's official records and (2) the confirmation of certification be filed in the District's official records. Director Crenshaw seconded the motion, which passed unanimously.

ENGINEERING MATTERS

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

Mr. Ward updated the Board regarding the design of the Water Plant Improvements Project ("Project"). He requested approval of payment in the amount of \$12,800.00 for engineering efforts due to the Project's change in scope.

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 February 5, 2026.

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 reported that Ezee Fiber Texas, LLC confirmed that construction in the District is complete.

Mr. Ward reported that IDS will be working with Inframark on the District's Risk and Resilience Assessment.

Mr. Ward requested and recommended authorization to input the District's utility system into a Geographic Information System ("GIS").

After review and discussion, Director Graham moved to: (1) approve the engineer's report; (2) approve payment in the amount of \$12,800.00 for engineering efforts related to the Project's change in scope; and (3) authorize inputting the District's utility system into a GIS. Director Crenshaw 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. After discussion, Director Graham moved to approve the Building Manager's Report. Director Crenshaw seconded the motion, which passed unanimously.

#### WEST HARRIS COUNTY REGIONAL WATER AUTHORITY ("WHCRWA"); INCLUDING ADOPT RESOLUTION NOMINATING A CANDIDATE TO SERVE AS A DIRECTOR ON THE BOARD OF DIRECTORS OF THE WEST HARRIS COUNTY REGIONAL WATER AUTHORITY DIRECTOR PRECINCT NO. 4

Ms. Leatherwood stated that the District may nominate a candidate for the Board of Directors of the WHCRWA for Precinct No. 4. Following review and discussion, Director Graham moved to adopt a Resolution Nominating Candidate to Serve as Director on the Board of Directors of the WHCRWA, reflecting the nomination of Mike Thornhill, and direct that the Resolution be filed appropriately and retained in the District's official records. Director Crenshaw seconded the motion, which passed by unanimous vote.

#### REPORTS FROM DIRECTORS

There was no discussion under this agenda item.

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There was no discussion under this agenda item.

## DISCUSS GARBAGE AND RECYCLING MATTERS

Director Crenshaw reported that residents have been providing feedback regarding the maintenance of Best Trash, LLC's ("Best Trash") garbage bins. The Board requested ABHR follow up with Best Trash on the matter.

## ANNUAL CYBERSECURITY AND ARTIFICIAL INTELLIGENCE TRAINING

There was no discussion under this agenda item.

## 2026 DIRECTORS ELECTION

Ms. Leatherwood discussed procedures related to the 2026 Directors Election. She reviewed a Resolution Designating an Agent of the Secretary of the Board of Directors During the 2026 Directors Election Period.

Ms. Leatherwood reported on requirements to post a Notice of Deadline to File Applications for Place on the Ballot for the 2026 Directors Election.

Ms. Leatherwood explained that the Harris County Clerk notified the District that Harris County will not contract with political subdivisions, such as the District, to administer the District's May 2026 Directors Election.

Ms. Leatherwood discussed exemptions from using electronic voting systems during the 2026 Directors Election.

The Board discussed pay for election officials during the 2026 Directors Election.

Ms. Leatherwood discussed procedures related to the 2026 Directors Election. She reviewed an Order Calling Directors Election.

Ms. Leatherwood discussed that Notice of Election may be required to be posted or published and provided to the County Clerk and Voter Registrar of Harris County.

Following review and discussion, Director Graham moved to: (1) adopt a Resolution Designating an Agent of the Secretary of the Board During the 2026 Directors Election Period appointing Arlene Catalan as the agent of the Secretary of the Board of Directors to perform the duties of the District's Directors Election, authorize the agent to post the related notice as required, and direct that the Resolution be filed appropriately and retained in the District's official records; (2) authorize the Secretary's agent to post the notice as required; (3) authorize the Secretary's agent to publish Notice of Exemption in a newspaper of general circulation; (4) set the pay for election officials at \$20.00 per hour; (5) adopt the Order Calling Directors Election and direct that the Order be filed appropriately and retained in the District's official records; and (6) authorize the Secretary's agent to post or publish and provide to the County

Clerk and Voter Registrar Notice of Election, if required, and to direct that the Notice be filed appropriately and retained in the District's official records. Director Crenshaw seconded the motion, which passed unanimously.

REVIEW BUILDING MANAGER EMPLOYMENT CONTRACT

The Board reviewed and discussed the 2026 Employment Agreement with Ms. Pettit. Discussion ensued. After discussion, Director Graham moved to approve the 2026 Employment Agreement. Director Crenshaw seconded the motion, which passed by unanimous vote.

AGENDA ITEMS FOR NEXT BOARD MEETING

The Board noted that the next Committee meeting will be held on February 5, 2026, and the next regular meeting will be held on February 23, 2026.

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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