

MINUTES
MAYDE CREEK MUNICIPAL UTILITY DISTRICT

July 22, 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 22nd day of July 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 Mancina Alvarenga	Secretary
Lee Crenshaw	Director
Erwin Sanchez	Director

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

Also present at the meeting were: Deputy Giovanni Ruiz of the Harris County Sheriff's Office; 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 ("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.

MINUTES

The Board considered approving the minutes of the June 24, 2024, regular meetings. After review and discussion, Director Alvarenga moved to approve the minutes of the June 24, 2024, regular meetings. Director Crenshaw seconded the motion, which passed unanimously.

SECURITY REPORT

Deputy Ruiz reviewed the security report. Discussion ensued regarding activities near 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 on this agenda item.

PARK AND TRAIL REPORT, INCLUDING PARK AND BUILDING MAINTENANCE; EXERCISE EQUIPMENT

Mr. Murr reported on park maintenance.

Mr. Murr reported the District's parks were not damaged during Hurricane Beryl (the "Hurricane"), and that all necessary cleanup following the storm was complete.

Mr. Murr reported that the trail lights have been repaired but that the final inspection is pending.

After review and discussion, Director Graham moved to accept the Park Maintenance Report. Director Alvarenga 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 Crenshaw seconded the motion, which passed unanimously.

ADOPT RESOLUTION REGARDING DEVELOPMENT STATUS FOR 2024 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 2024 tax year.

Following review and discussion, Director Graham moved to adopt a Resolution Regarding Development Status for 2024 Tax Year establishing the District as a Developed district for the 2024 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 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, 2025, regional WWTP account, a copy of which is attached to the regional WWTP bookkeeper's report.

After review and discussion, Director Crenshaw moved to approve the regional WWTP bookkeeper's report, and the bills submitted for payment. Director Graham 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, 2025, operating account, a copy of which is attached. Discussion ensued.

Director Graham inquired about check no. 3004 to Kone Houston ("Kone") in the amount of \$1,878.90. Ms. Redden stated this is a quarterly invoice for maintenance. Ms. Pettit stated that Kone has not performed maintenance as outlined in the invoice. The Board requested ABHR to review the District's files for a service agreement with Kone and Ms. Pettit to contact Kone regarding the invoice.

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 reported that the WWTP was damaged due to the Hurricane's high wind and rain. He reported that INFRAMARK has filed an insurance claim on behalf of the District. Mr. Downum stated that due to the Hurricane the WWTP received a permit violation from the Texas Commission on Environmental.

Mr. Downum requested authorization to circulate the Storm Water Net DMR Agreement (the "Agreement") for Board signature related to the WWTP permit violation.

After review and discussion, Director Graham moved to: (1) approve the operator's report; and (2) authorize the Agreement. 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 updated the Board regarding the water plant improvement project. She reported on two options for the water plant improvement project, copies of which are attached to the engineering report. The Board discussed the two options and requested that Ms. Wilkinson prepare a report on the life cycle for both options.

Ms. Wilkinson reported on the water plant no. 1 ground storage tank no. 2 inspection. She stated that IDS recommends doing interior and exterior rehabilitation during the water plant improvement project.

Ms. Wilkinson reported the Lead and Copper Rule requirement is underway.

Ms. Wilkinson reported on the 2024 WWTP Improvement project. She stated that IDS recommends authorizing the removal of pavement that is no longer in use to

offset the added impervious cover from the new motor control center building and liquid chemicals. Additionally, she noted that if the pavement is not removed, onsite detention will be required.

SITE DEVELOPMENT REQUESTS AND UTILITY COMMITMENT LETTERS

There was no report under this agenda item.

REGIONAL WASTEWATER TREATMENT PLANT ADVISORY COMMITTEE

Ms. Wilkinson stated that the next Advisory Committee meeting is scheduled for August 1, 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 reported that the Mayde Creek North Park and Detention Concrete Pilot Channel Desilting project one year warranty inspection will be scheduled prior to August 9, 2024.

Ms. Wilkinson stated that she anticipates having an engineering proposal at the next meeting for Board consideration of the Mayde Creek North Park and Detention Grass Swale Survey and Regrading project.

Ms. Wilkinson updated the Board regarding the North Park Detention Pond Block Retaining Wall repairs, and reviewed and recommended approval of Pay Estimate No. 1 and Final in the amount of \$11,191.00, payable to Gageco Inc. She also presented a Certificate of Completion and Acceptance and recommended the Board accept the facilities.

After review and discussion, Director Graham moved to: (1) approve the engineer's report; (2) authorize the removal of pavement at the WWTP; and (3) approve Pay Estimate No. 1 and Final in the amount of \$11,191.00, and to accept the facilities. 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 said that the Hurricane debris around the Building has been removed.

Ms. Pettit stated that iTech Monitoring, Inc. completed a software update and camera repair.

Ms. Pettit stated that events were cancelled due to the Hurricane. She noted that she would work with Ms. Redden to refund deposits.

Ms. Pettit reported on ideas for National Night Out. The Board directed Ms. Pettit to prepare a proposal and budget for their consideration at the next regular meeting.

After discussion, Director Graham moved to accept the Building Manager's Report. Director Crenshaw seconded the motion, which passed unanimously.

NATIONAL NIGHT OUT

This agenda item was covered under the Building Manager's report.

WEST HARRIS COUNTY REGIONAL WATER AUTHORITY

There was no report 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

Ms. Leatherwood stated the next Committee meeting will be held on August 1, 2024 and the next Board meeting is scheduled to be held on August 26, 2024.

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



Secretary, Board of Directors

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