

MINUTES
MAYDE CREEK MUNICIPAL UTILITY DISTRICT

December 18, 2023

The Board of Directors (the "Board") of Mayde Creek Municipal Utility District (the "District") met in regular session, open to the public, on the 18th day of December 2023, 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
Vacant	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; and Michelle Townes of McCall Gibson Swedlund Barfoot PLLC.

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.

Deputy Ruiz reviewed the security report.

AUDIT FOR THE FISCAL YEAR END AUGUST 31, 2023

Ms. Townes presented and reviewed the District's audit for the fiscal year end August 31, 2023, and the audit for the Mayde Creek Regional Sewage Treatment Plant. After review and discussion, Director Graham moved to approve the District's audit and the Mayde Creek Regional Sewage Treatment Plant audit, subject to final review. Director Crenshaw seconded the motion, which passed by unanimous vote.

TAX ASSESSMENT AND COLLECTION

The Board 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 Crenshaw moved to approve the tax assessor/collector's report and authorize payment of the bills submitted. Director Graham 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 Alvarenga seconded the motion, which passed unanimously.

FINANCIAL AND BOOKKEEPING

The Board 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.

ENGINEERING MATTERS

The Board reviewed the engineering report. After review and discussion, Director Crenshaw moved to approve the engineer's report. Director Alvarenga seconded the motion, which passed unanimously.

REVIEW BUILDING MANAGER EMPLOYMENT CONTRACT

The Board reviewed and discussed the 2024 Employment Agreement with Ms. Pettit. Discussion ensued. After discussion, Director Alvarenga moved to approve the 2024 Employment Agreement. Director Crenshaw seconded the motion, which passed by unanimous vote.

DISCUSS AGREEMENT FOR WEBSITE SERVICES, AND APPROVE APPROPRIATE ACTION

The Board discussed the Agreement for website services with Texas Network. After review and discussion, the Board concurred to approve the Agreement for Website Services.

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



P. Alvarenga

Secretary, Board of Directors

ATTACHMENTS TO MINUTES

	Minutes
	<u>Page</u>
Tax Assessor/Collector's Report	1
regional WWTP bookkeeper's report.....	2
District Bookkeeper Report	2