

MINUTES
MAYDE CREEK MUNICIPAL UTILITY DISTRICT

October 28, 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 28th day of October 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 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: 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 of INFRAMARK; Kelly Wilkinson of IDS Engineering Group ("IDS"); 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 the September 23, 2024, regular meeting. After review and discussion, Director Alvarenga moved to approve the minutes of the September 23, 2024, regular meeting. Director Graham seconded the motion, which passed unanimously.

SECURITY REPORT

Deputy Ruiz presented and reviewed the security report, a copy of which 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

Mr. Manning reported on landscape maintenance in the District. After discussion, Director Graham moved to accept the landscape maintenance report. Director Crenshaw 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 dead trees along the connector trail, stating that the trees have been removed.

Mr. Murr requested authorization to replace two Fido House Pet Waste Stations at a cost of \$650.00.

Director Graham reported that the seesaw at the District's park playground is broken. Mr. Murr responded that he will look into the matter.

Director Alvarenga inquired about trash pickup at the District's parks, noting that a few bins may have been missed. Mr. Murr responded that he will look into the matter.

Mr. Murr reported that he has secured 100 trees for the District from Trees for Houston. He requested authorization to plant the trees in the District's park and South Pond to replace those lost due to extreme weather events, noting that the planting cost is \$45.00 per tree. Discussion ensued.

After review and discussion, Director Graham moved to: (1) approve the Park Maintenance Report; (2) approve the replacement of two Fido House Pet Waste Stations at a cost of \$650.00; and (3) authorize the installation of 100 trees at cost of \$45 per tree. 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 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 Alvarenga seconded the motion, which passed unanimously.

DELINQUENT TAX MATTERS

Ms. Scott updated the Board regarding delinquent tax matters.

PAYMENT IN LIEU OF TAX

Ms. Leatherwood stated that letters and invoices will be sent to Shield Air Solutions and Petroleum Wholesale for the 2024 payment in lieu of taxes.

CONDUCT PUBLIC HEARING REGARDING DISTRICT'S TAX RATE, ADOPT ORDER LEVYING TAXES, AND AUTHORIZE EXECUTION OF AMENDMENT TO INFORMATION FORM

Ms. Scott stated that the notice was published of the public hearing to be held at today's meeting regarding adoption of the District's proposed 2024 total tax rate of \$0.68.

The Board opened the public hearing. There being no comments from the public, the Board closed the public hearing.

Ms. Leatherwood presented an Order Levying Taxes reflecting the proposed 2024 tax rate. She then presented an Amendment to Information Form reflecting the tax rate and stated that the Amendment will be filed with the Texas Commission on Environmental Quality ("TCEQ") and recorded in the Official Public Records of Harris County.

After review and discussion, Director Crenshaw moved to: (1) adopt the Order Levying Taxes reflecting a total 2024 tax rate of \$0.68 per \$100 of assessed valuation, comprised of \$0.29 to pay debt service on water, sewer, and drainage bonds and \$0.39 for operations and maintenance; (2) authorize execution of the Amendment to Information Form; and (3) direct that the Order and Amendment be filed appropriately and retained in the District's official records. Director Graham seconded the motion, which passed by unanimous vote.

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 Dumas 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

Ms. Redden presented and reviewed the District's bookkeeper's report, a copy of which is attached, and the bills submitted for payment. She noted that check nos. 3229 and 3231 would be voided.

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.

REVIEW PROPOSAL FOR MESSAGING SERVICES

There was no discussion on this agenda item.

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 invoices have been submitted to the District's insurance for the repair of the wastewater treatment plant damaged by the May 14, 2024, storm event.

Mr. Downum reported that an insurance claim has been submitted for the water well no. 2 failure.

Mr. Downum presented and reviewed an initial estimated proposal in the amount of \$80,000.00 from LJA Engineering ("LJA") for completion of the Lead and Copper Rule inventory. He noted that LJA has stated that the actual cost may be lower once the inventory is completed. Discussion ensued.

Mr. Downum presented and reviewed the annual fire hydrant survey and list of recommended repairs. He requested and recommended approval for repairs in the amount of \$14,600.00, noting that he has reviewed the survey and prioritized the necessary repairs within the District.

Director Dumas reported that a District property owner has requested a bill adjustment, noting that the property owner's mother, who lived in the home, had passed away, and the owner received a bill while the home was vacant. Discussion ensued.

After review and discussion, Director Graham moved to: (1) approve the operator's report; (2) approve the proposal from LJA in the amount of \$80,000.00; (3) approve the recommended fire hydrant repairs at a cost of \$14,600; and (4) approve the

bill adjustment for the property owner. 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 on the Well No. 2 emergency repair.

Ms. Wilkinson updated the Board regarding the water plant improvement project. She presented and reviewed a cost estimate for both a welded steel ground storage tank and a prestressed concrete ground storage tank. Discussion ensued. The Board then discussed issuing bonds to fund the water plant improvement project.

Ms. Wilkinson stated that IDS has started the preliminary design of the Wastewater Treatment Plant Improvement Project. She presented and reviewed an updated Opinion of Probable Construction Costs. Ms. Wilkinson noted that she intends to present the Opinion of Probable Construction Costs at the next Advisory Committee meeting.

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 November 7, 2024.

DEEDS AND EASEMENTS

There were no deeds or easements presented to the Board.

ASSET MANAGEMENT PLAN

There was no discussion on this matter.

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

BUILDING MANAGER'S REPORT AND BUILDING MATTERS

Director Dumas presented and reviewed the Building Manager's Report, a copy of which is attached. After discussion, Director Alvarenga moved to accept the Building Manager's Report. Director Crenshaw 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.

REVIEW FINAL ARBITRAGE REBATE REPORT FOR THE SERIES 2012 BONDS

Ms. Leatherwood reviewed the Final Arbitrage Rebate Report for the Series 2012 Bonds and directed that it be filed appropriately and retained in the District's official records.

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 November 7, 2024. The Board discussed the November and December meeting schedule. After discussion the Board concurred to meet November 18, 2024 and December 16, 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.



Brenna A.

Secretary, Board of Directors

ATTACHMENTS TO MINUTES

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