

MINUTES
MAYDE CREEK MUNICIPAL UTILITY DISTRICT

April 25, 2022

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 April, 2022, 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:

Willie Jo Reynolds	President
Jorge Diaz	Vice President
Betty Mancía Alvarenga	Secretary
Cyrus Dumas	Director
Jessica Graham	Director

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

Also present at the meeting were: Lee Crenshaw, resident of the District; Alex Schmid of Texas Pride; Michael Murr of Murr Incorporated; Kristen Scott of Bob Leared Interests; Claudia Redden of Claudia Redden & Associates; Mike Ammel of Environmental Development Partners, LLC ("EDP"); Kelly Wilkinson of IDS Engineering Group ("IDS"); Tonie Pettit, building manager; Jennifer Abad of Municipal Accounts & Consulting, L.P. ("MAC"); and Angie Lutz and Arlene Catalan of Allen Boone Humphries Robinson, LLP. ("ABHR").

Due to the COVID-19 virus epidemic emergency and the high threat level warnings issued by various governments and agencies, the District established a telephone option for members of the public to listen to the meeting and to address the Board.

PUBLIC COMMENTS

Director Reynolds offered any members of the public attending the meeting the opportunity to make public comment. There being no members of the public requesting to make public comment, Director Reynolds moved to the next agenda item.

MINUTES

The Board considered approving the minutes of the March 28, 2022, regular meeting. After review and discussion, Director Dumas moved to approve the minutes of the March 28, 2022, regular meetings, as corrected. Director Graham seconded the motion, which passed unanimously.

SECURITY REPORT

The Board reviewed the security report, a copy of which is attached. After discussion, Director Dumas moved to accept the security report. Director Graham seconded the motion, which passed unanimously.

DISCUSS SERVICE AGREEMENT WITH ITECH MONITORING ("ITECH") FOR SECURITY CAMERAS AND ALARM SYSTEM

Director Dumas gave an update of the installation of the security cameras and alarm system. He noted that he and Ms. Pettit will be meeting with iTech in the upcoming week to discuss the installation of the security cameras.

REPORT ON LANDSCAPE MAINTENANCE

Mr. Murr reported on landscape maintenance in the District.

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 the bridge lights have been installed.

Mr. Murr stated that the District park and trail signs have arrived and will be installed.

After review and discussion, Director Dumas moved to: (1) accept the landscape maintenance report; and (2) approve the Park and Trail Report. Director Graham 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 Dumas moved to approve the tax assessor collector's report and authorize payment of the bills submitted. Director Graham 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

Ms. Abad presented and 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.

ACCEPT RESIGNATION OF MUNICIPAL ACCOUNTS & CONSULTING, LP FOR BOOKKEEPING SERVICES FOR THE REGIONAL WASTEWATER TREATMENT PLANT ACCOUNT

Ms. Lutz reported that MAC has resigned as the District's bookkeeper for the Regional WWTP account.

REVIEW PROPOSALS FOR BOOKKEEPING SERVICES FOR THE REGIONAL WASTEWATER TREATMENT PLANT ACCOUNT AND AUTHORIZE EXECUTION OF CONTRACT, IF APPROPRIATE

The Board considered an Agreement for Bookkeeping Services with BKD, LLP ("BKD") for the Regional WWTP account. Following discussion, Director Dumas moved to: (1) accept MAC's resignation as the regional WWTP bookkeeper; and (2) approve and authorize execution of the Agreement for Bookkeeping Services with BKD for the Regional WWTP account. 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. After review and discussion, Director Dumas moved to approve the District's bookkeeper's report, and the checks presented for payment. Director Alvarenga seconded the motion, which passed unanimously.

OPERATION OF DISTRICT FACILITIES

Mr. Ammel 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. Ammel recommended and requested approval of the repair of the District's WWTP non-potable process water pumps and piping modifications at a cost of \$22,000.00.

Mr. Ammel reported that EDP is preparing the 2021 Consumer Confidence Report .

After review and discussion, Director Alvarenga moved to: (1) approve the operator's report; and (2) approve the repair of the District's WWTP non-potable process water pumps and piping modifications at a cost of \$22,000.00. Director Graham 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. Ammel 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 Alvarenga 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 Graham, which passed unanimously.

AMEND RATE ORDER

Ms. Lutz discussed recently enacted legislation prohibiting certain retail water or sewer providers from imposing late fees or terminating service for nonpayment of water bills that become due during a period when the previous day's highest temperature and the predicted temperature for the next 24 hours is not higher than 28 degrees Fahrenheit. She presented a proposed Amended Rate Order incorporating such provisions. After review and discussion, Director Dumas moved to adopt the Amended Rate Order. Director Graham seconded the motion, which passed unanimously.

ENGINEERING MATTERS

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

Ms. Wilkinson gave an update on the renewal of the District's Wastewater Discharge Permit to the Texas Commission on Environmental Quality.

Ms. Wilkinson updated the Board regarding the repair of the Motor Control Center.

Ms. Wilkinson reported on the WWTP Capital Improvement Plan.

Ms. Wilkinson reported the exhibits to the Regional Trunk Sewer Maintenance agreement have been updated.

Ms. Wilkinson reported on the televising of the Regional Trunk Sewer Lines. She said that a section of the lines appears to have a large amount of grease build up and exposed rebar was discovered at a manhole connection. Ms. Wilkinson recommended the manhole connection be repaired and stated IDS is working with EDP on a cost estimate for the repair.

Ms. Wilkinson gave an update on the Regional WWTP Advisory Committee (the "Committee") meeting held on April 7, 2022.

Ms. Wilkinson said that the de-silting of the 90-inch outfall pipe was completed in a day. She presented and recommended payment to Aims in the amount of \$2,500.00.

Ms. Wilkinson recommended the de-silting of the pilot channels within the District's pond. She presented and reviewed aerial images of the pond from 2008 and 2022. Ms. Wilkinson noted that the concrete channels are no longer visible. She said that IDS is working with Mr. Murr on a plan to de-silt and maintain the channels.

SITE DEVELOPMENT REQUESTS AND UTILITY COMMITMENT LETTERS

Ms. Wilkinson gave an update on the 2.03-acre F&B Properties, LLC tract located at Brannan Drive and Clay Road. She stated that IDS received an updated Capacity Request and Site Plan. Ms. Wilkinson said that the request increased from 24.305 equivalent single-family connections ("ESFCs") to 27.1605 ESFCs. She requested approval to update the Water and Sewer Utility Commitment Letter with Newcastle Investment Group.

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 Dumas moved to: (1) approve the engineer's report; (2) approve payment to Aims in the amount of \$2,500.00; and (3) approve IDS and ABHR to update the Water and Sewer Utility Commitment Letter with Newcastle Investment Group. Director Graham 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 reported that installation of the District sign is pending receipt of materials.

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

WEST HARRIS COUNTY REGIONAL WATER AUTHORITY

There was no report on this agenda item.

REPORTS FROM DIRECTORS

There was no report on this agenda item.

GARBAGE SERVICES

Director Reynolds reported she has received complaints from District residents regarding the trash pickup.

Mr. Schmid reported that Texas Pride has updated the routing system, which inadvertently caused services to be delayed. Additionally, he stated that Texas Pride is moving to bigger truck yard which should improve the services to customers. Mr. Schmid responded to the Board members' questions, comments, and requests regarding trash and recycling service matters.

AGENDA ITEMS FOR NEXT BOARD MEETING

Ms. Lutz stated the next Committee will be held on May 5, 2022.

Ms. Lutz said that the next Board meeting is scheduled to be held on May 23, 2022.

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



B. Mancini
Secretary, Board of Directors

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