

MINUTES
MAYDE CREEK MUNICIPAL UTILITY DISTRICT

June 27, 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 27th day of June, 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 Mancia Alvarenga	Secretary
Cyrus Dumas	Director
Jessica Graham	Director

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

Also present at the meeting were: Kevin Atkinson of Texas Pride Disposal ("Texas Pride"); Lee Crenshaw, resident of the District; 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 Environmental Development Partners, LLC ("EDP"); Kelly Wilkinson of IDS Engineering Group ("IDS"); Tonie Pettit, building manager; and Nellie Connally and Arlene Catalan of Allen Boone Humphries Robinson, LLP. ("ABHR").

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 May 23, 2022, regular meeting. After review and discussion, Director Dumas moved to approve the minutes of the May 23, 2022, regular meetings. Director Alvarenga seconded the motion, which passed unanimously.

SECURITY REPORT

The Board reviewed the security report. After discussion, Director Dumas moved to accept the security report. Director Alvarenga seconded the motion, which passed unanimously.

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

Director Dumas and Ms. Pettit gave an update of the installation of the security cameras and alarm system.

REPORT ON LANDSCAPE MAINTENANCE

Mr. Manning reported on landscape maintenance in the District.

Ms. Connally reviewed an Amendment to the Service Agreement with an updated Exhibit D between the District and Boston Fern. She said the Amendment provides for an increase in fees charged by Boston Fern.

After review and discussion, Director Dumas moved to: (1) accept the landscape maintenance report; and (2) approve the Amendment to the Service Agreement with Boston Fern, subject to finalization, and direct that the Amendment be filed appropriately and maintained in the District's official records. Director Graham 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 presented and reviewed a proposal for a new sign circuit in the amount of \$1,811.25.

Mr. Murr reported that he and IDS met onsite at the pilot channel with a potential contractor to discuss the necessary grading and desilting.

Mr. Murr stated that the trenches excavated by iTech Monitoring have been refilled.

Mr. Murr reported the fence located on the west side of the District building and east of the water plant needs to be repaired. He recommended the installation of a painted pine fence. Mr. Murr said that he is in the process of preparing a proposal for the repair.

Director Reynolds reported that a resident, located at 3371 Silver Side has reported that chunks of concrete were found along of the edge of their property. Mr. Murr stated that he would investigate the matter and have the concrete removed.

After review and discussion, Director Dumas moved to: (1) approve the Park and Trail Report; and (2) approve the new sign circuit in the amount of \$1,811.25. 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.

Ms. Scott reported that a District resident defaulted on their 2020 and 2021 tax payment plan. She inquired the Board's guidance on the matter. Discussion ensued regarding the authorization for the resident to continue their payment plan subject to the payment of the outstanding three months.

After review and discussion, Director Dumas moved to: (1) approve the tax assessor collector's report and authorize payment of the bills submitted; and (2) authorize the District resident to continue their tax payment plan, subject to the payment of the outstanding three months. Director Graham seconded the motion, which passed unanimously.

AMENDMENT TO AGREEMENT FOR SERVICES OF TAX ASSESSOR AND COLLECTOR

Ms. Scott reviewed an Amendment to the Service Agreement between the District and the tax assessor. She said the Amendment provides for an increase in fees charged. After review and discussion, Director Dumas moved to approve the Amendment to the Service Agreement, subject to finalization, and direct that the Amendment be filed appropriately and maintained in the District's official records. Director Graham seconded the motion, which passed by unanimous vote.

DELINQUENT TAX MATTERS

Ms. Scott reviewed the delinquent tax report from Perdue Brandon, a copy of which is attached. After review and discussion, Director Dumas moved to authorize Ms. Scott to move certain personal property accounts to the uncollectable roll. Director Graham seconded the motion, which passed unanimously.

The Board considered authorizing the delinquent tax attorney to proceed with the collection of delinquent taxes. After discussion, Director Graham moved to authorize Perdue, Brandon, Fielder, Collins and Mott, L.L.P. ("Perdue Brandon") to proceed with the collection of delinquent taxes. Director Dumas 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 Diaz 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 Graham seconded the motion, which passed unanimously.

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

The Board discussed the AWBD summer conference. After discussion, Director Graham moved to approve reimbursement of all eligible expenses for Directors who attended the summer conference, which the District's bookkeeper confirmed are in compliance with the District's Travel Reimbursement Guidelines, and authorize attendance at the AWBD winter conference in Austin, Texas. Director Reynolds seconded the motion, which carried 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 reported that the generator at Water Well No. 2 will be used overnight to maintain the water pressure at the water plant.

Mr. Downum presented and recommended turning three delinquent accounts totaling \$434.09 to the District's collection agency.

Mr. Downum requested an item be added to the agenda to amend the District's service agreement with EDP.

After review and discussion, Director Diaz moved to: (1) approve the operator's report; and (2) authorize the operator to turn over the three recommended delinquent accounts over for collections. 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 Diaz 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.

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 presented and reviewed plans and specifications for the Wastewater Treatment Plant LED Lighting Upgrade project. She presented and reviewed a proposal from Neil Technical Services, Corp. ("NTS") to replace all light fixtures in the amount of \$37,150.00. Ms. Wilkinson stated that NTS may be able to retrofit some of the existing light fixtures with LED bulbs in order to save the District some money. Discussion ensued.

Ms. Wilkinson gave an update on the WWTP Capital Improvement Plan.

Ms. Wilkinson reported on the televising of the Regional Trunk Sewer Lines. She stated that IDS is working with EDP on the three deficiencies found during the televising of the lines.

Ms. Wilkinson gave an update on the Regional WWTP Advisory Committee (the "Committee") meeting held on June 2, 2022. She stated that the Committee is considering to meet on a quarterly basis in lieu of a monthly basis.

Ms. Wilkinson reviewed plans and specifications and requested the Board to authorize IDS to advertise for bids for the de-silting of the detention basin swales and pilot channels.

SITE DEVELOPMENT REQUESTS AND UTILITY COMMITMENT LETTERS

Ms. Wilkinson reported that ABHR sent the Water and Sewer Utility Commitment Letter with Newcastle Investment Group for the 2.03-acre F&B Properties, LLC tract located at Brannan Drive and Clay Road.

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 the proposal from NTS to replace all light fixtures in the amount of \$37,150.00; and (3) approve the plans and specifications and to authorize IDS to advertise for bids for the de-silting of the detention basin swales and pilot channels. Director Diaz 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.

Ms. Pettit reported that she met her booking goal for year.

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 stated that trash pickup has continued to be an issue in the District. She stated that the Board expressed interest to go out for proposals if the matter is not resolved.

Mr. Atkinson responded to Board's questions, comments, and requests regarding trash and recycling service matters.

Ms. Pettit reported that the District's building trash has been missed numerous times. She said that in addition to the missed trash, the lock on the dumpster gate is often not placed back. Ms. Pettit requested that the dumpster be replaced due to the strong trash smell left by the missed trash. Mr. Atkinson said that Texas Pride will replace the dumpster.

The Board requested Mr. Atkinson provide Ms. Pettit his contact information for any future inquiries or issues.

Mr. Atkinson stated that Texas Pride is requesting that the Board consider a 11.6% price increase. The Board stated that they would reconsider the increase request in three months, if there are no more issues.

AGENDA ITEMS FOR NEXT BOARD MEETING

Ms. Catalan stated the next Committee will be held on July 7, 2022.

Ms. Catalan said that the next Board meeting is scheduled to be held on July 25, 2022.

CONVENE IN EXECUTIVE SESSION PURSUANT TO SECTION 551.071, TEXAS GOVERNMENT CODE, TO CONDUCT A PRIVATE CONSULTATION WITH ATTORNEY

The Board convened in executive session at 7:17 p.m. pursuant to Section 551.072, Texas Government Code. The Board, and Mses. Connally and Catalan were in attendance in executive session.

RECONVENE IN OPEN SESSION AND AUTHORIZE APPROPRIATE ACTION

The Board reconvened in open session at 7:25 p.m.

Director Diaz announced his resignation of the Board. Discussion ensued.

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.



Brenna G.
Secretary, Board of Directors

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