

MINUTES
MAYDE CREEK MUNICIPAL UTILITY DISTRICT

August 22, 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 22nd day of August, 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
Cyrus Dumas	Vice President
Betty Mancía Alvarenga	Secretary
Jessica Graham	Director
Lee Crenshaw	Director

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

Also present at the meeting were: Alex Schmid of Texas Pride Disposal ("Texas Pride"); Deputy Jimmy Satterfield 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 Environmental Development Partners, LLC ("EDP"); Kelly Wilkinson of IDS Engineering Group ("IDS"); Tonie Pettit, building manager; and Angie Lutz, Allison Leatherwood, 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 July 25, 2022, regular meeting. After review and discussion, Director Dumas moved to approve the minutes of the July 25, 2022, regular meetings. Director Crenshaw seconded the motion, which passed unanimously.

SECURITY REPORT

Deputy Satterfield presented and reviewed the security report .

The Board considered approving the Interlocal Agreement for Law Enforcement Services with Harris County (the "County") for a 12-month period beginning September 20, 2022.

After review and discussion, Director Dumas moved to: (1) accept the security report; and (2) approve the Agreement for Law Enforcement Services and 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 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. After discussion, Director Dumas moved to accept the landscape maintenance report. 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 reported that the new District sign has been installed.

Mr. Murr reported that a leak was detected and repaired in the Building's kitchen. He recommended the Board consider bringing in a plumber to inspect the Building's pipes as a proactive approach to prevent any future leaks. After discussion the Board requested Mr. Murr to present a proposal for a plumber to inspect the Building's pipes at the following Board meeting.

Mr. Murr stated that the water fountain located on the first floor of the Building needs to be repaired. He said that the estimated cost to repair the water fountain is \$1,000.00. Mr. Murr said that he would provide a proposal for the work at the next Board meeting.

Mr. Murr stated that he and IDS are working on a bid package for the grading and desilting of the pilot channel.

Mr. Murr inquired regarding the Board's preference for the fence surrounding the Water Plant. Ms. Wilkinson stated that the Regional Wastewater Treatment Plant

Advisory Committee discussed the fence. Discussion ensued. After review and discussion, the Board Directed Mr. Murr to obtain quotes for a chain link fence.

After review and discussion, Director Dumas moved to approve the Park and Trail Report. Director Alvarenga seconded the motion, which passed unanimously.

AUTHORIZE AUDITOR TO CONDUCT AUDIT FOR THE FISCAL YEAR END AUGUST 31, 2022

The Board received and reviewed letters from McCall, Gibson, Swedlund, Barfoot, PLLC, ("McCall Gibson") copies of which are attached, regarding preparation of the District's audit for the fiscal year ending August 31, 2022. Ms. Lutz stated that the cost for preparing the District's audit will range from \$20,000 to \$21,500 and that the cost for preparing the audit for the joint wastewater treatment plant will range from \$10,500 to \$12,500. After review and discussion, Director Dumas moved to authorize McCall Gibson to prepare the audits for the fiscal year ending August 31, 2022. 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 Graham moved to approve the tax assessor collector's report and authorize payment of the bills submitted. Director Dumas seconded the motion, which passed unanimously.

DISCUSS 2022 TAX RATE, SET PUBLIC HEARING DATE, AND AUTHORIZE NOTICE OF PUBLIC HEARING REGARDING ADOPTION OF TAX RATE

There was no discussion on this agenda item.

DELINQUENT TAX MATTERS

The Board reviewed the delinquent tax report from Perdue, Brandon, Fielder, Collins and Mott, L.L.P. ("Perdue Brandon"), a copy of which is attached. After review and discussion, Director Graham moved to authorize moving certain personal property accounts to the uncollectable roll. Director Dumas seconded the motion, which passed unanimously.

INSURANCE

Ms. Lutz reviewed with the Board the District's insurance proposal from Arthur Gallagher Insurance, a copy of which is attached, including the general liability, property, boiler and machinery, directors and officers' liability, workers compensation,

business travel accident, and director and consultant bond insurance. After review and discussion, Director Dumas moved to approve the insurance proposal from Arthur Gallagher Insurance and directed that the proposal be filed appropriately and retained in the District's 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. The Board then reviewed the proposed budget for the fiscal year end August 31, 2023 and regional WWTP account, a copy of which is attached in the regional WWTP bookkeeper's report.

After review and discussion, Director Dumas moved to: (1) accept the regional WWTP bookkeeper's report and the bills submitted for payment; and (2) adopt the regional WWTP budget for fiscal year end August 31, 2023. 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, 2023 operating account, a copy of which is attached. The Board discussed including a line item to the operating budget for the grading and desilting of the pilot channel. Additionally, the Board requested the budget for the District's building be revised to \$25,000.00.

After review and discussion, Director Dumas moved to approve: (1) the bookkeeper's report, and the checks presented for payment; and (2) adopt the operating account budget for fiscal year end August 31, 2023, as discussed. Director Alvarenga 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 two Superior brand chlorine regulators at the District's Water Plant were replaced at a total cost of \$4,000.00.

Mr. Downum reported that the West Harris County Regional Water Authority has initiated stage 1 of its Drought Contingency Plan ("DCP").

After review and discussion, Director Dumas moved: (1) to approve the operator's report; and (2) approve the replacement of the Water Plant's chlorine regulators at a cost not to exceed \$4,000.00. 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. 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 Dumas 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.

DISCUSS AMENDMENT TO SERVICE AGREEMENT WITH ENVIRONMENTAL DEVELOPMENT PARTNERS, AND APPROVE APPROPRIATE ACTION

Mr. Downum presented and reviewed the Fifth Amendment to Service Agreement (the "Amendment") with EDP. He stated that the Amendment has updated Exhibit A. Following review and discussion, Director Dumas moved to approve the Amendment, and direct that the Amendment be filed appropriately and retained in the District's official records. Director Graham seconded the motion, which passed unanimously.

REVIEW AND DISCUSS DROUGHT CONTINGENCY PLAN AND TAKE ACTION RELATED TO SAME, IF NECESSARY; ADOPT ORDER ADOPTING AMENDED AND RESTATED DROUGHT CONTINGENCY PLAN, IF NECESSARY

Ms. Lutz reviewed the District's current Drought Contingency Plan with the Board. The Board deferred action on this agenda item.

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 (the "Permit") to the Texas Commission on Environmental Quality ("TCEQ"). She stated that IDS reviewed the draft Permit and noted the Permit Term

was reduced from five years to three years. Ms. Wilkinson said that IDS has contacted the TCEQ requesting clarification on the change.

Ms. Wilkinson updated the Board regarding the Wastewater Treatment Plant LED Lighting Upgrade project.

Ms. Wilkinson reported that EDP is working with Storm Water Solution on the manhole top adjustment and coating of the one manhole connection with exposed rebar.

Ms. Wilkinson gave an update on the Regional WWTP Advisory Committee (the "Committee") meeting held on August 4, 2022. She stated that the Committee has confirmed meet in-person on a quarterly basis in lieu of a monthly basis.

SITE DEVELOPMENT REQUESTS AND UTILITY COMMITMENT LETTERS

Ms. Wilkinson reported that IDS has issued a Plan Reviewer letter for the development of the 2.03-acre tract located on Brannan Drive and Clay Road by F&B Properties, LLC.

Ms. Wilkinson reported that a new request was received from an existing health center, Spring Branch Community Health Center (the "Health Center"). She stated that the Health Center is in the early stages of designing an expansion. Ms. Wilkinson confirmed the District has enough capacity for the Health Center's expansion. She stated that IDS notified the Health Clinic to submit a formal capacity request.

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 approve the engineer's report. 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 the District's new sign has been installed. She stated that there has been electrical issues but is working with Mr. Murr to resolve the matter.

Ms. Pettit reported that she is continuing to work with AT&T to upgrade the District Building's internet.

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

This agenda item was covered in the operation's report.

REPORTS FROM DIRECTORS

There was no report on this agenda item.

GARBAGE SERVICES

Mr. Schmid addressed the Board regarding Texas Pride's bill increase request. He stated that Texas Pride has been improving their services and has recently purchased new garbage trucks, implemented a new service schedule, hired more employees, and moved to a larger location, which is anticipated to help provide a better service. The Board discussed the bill increase request.

Ms. Pettit reported that the garbage gate appears to have been damaged during a service pick up. Mr. Schmid stated that he would look at the damage and schedule a repair.

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

The Board expressed their gratitude towards Texas Pride's improvement in services in the last few months and stated that the Board will consider the increase request at the next Board meeting.

AGENDA ITEMS FOR NEXT BOARD MEETING

Ms. Lutz stated the next Committee will be held on November 3, 2022.

Ms. Lutz said that the next Board meeting is scheduled to be held on September 26, 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. W. ...
Secretary, Board of Directors

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