

MINUTES
MAYDE CREEK MUNICIPAL UTILITY DISTRICT

August 28, 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 28th day of August, 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: Irwin Sanchez, resident of the District; 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 Environmental Development Partners, LLC ("EDP"); Kelly Wilkinson of IDS Engineering Group ("IDS"); Tonie Pettit, building manager; and Allison Leatherwood and Arlene Catalan of Allen Boone Humphries Robinson, LLP ("ABHR").

PUBLIC COMMENTS

The Board offered any members of the public attending the meeting the opportunity to make a public comment.

Mr. Sanchez requested an update on the status of the soccer goals and workout stations. Additionally, he requested the Board consider installing volleyball courts. Discussion ensued.

MINUTES

The Board considered approving the minutes of the July 24, 2023, regular meeting. After review and discussion, Director Crenshaw moved to approve the minutes of the July 24, 2023, regular meeting. Director Alvarenga seconded the motion, which passed unanimously.

AUTHORIZE AUDITOR TO CONDUCT AUDIT FOR THE FISCAL YEAR END AUGUST 31, 2023

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, 2023. Ms. Leatherwood stated that the cost for preparing the District's audit will range from \$20,500 to \$22,500 and that the cost for preparing the audit for the joint wastewater treatment plant will range from \$11,000 to \$13,000. After review and discussion, Director Crenshaw moved to authorize McCall Gibson to prepare the audits for the fiscal year ending August 31, 2023. Director Alvarenga seconded the motion, which passed unanimously.

SECURITY REPORT

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

Ms. Pettit requested a deputy be posted at the District's building during after-school pick-up times as parents use the parking lot to pick up their children.

Director Alvarenga expressed her concern and requested that the deputies increase patrol during after-school hours.

The Board considered approving the Interlocal Agreement for Law Enforcement Services with Harris County (the "County") for a 12-month period beginning September 20, 2023.

After review and discussion, Director Alvarenga moved to: (1) accept the security report; and (2) approve the Agreement for Law Enforcement Services. Director Crenshaw seconded the motion, which passed unanimously.

Director Graham joined the meeting.

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 Alvarenga 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 he is preparing an estimate for new plants to fill the flower beds in the fall.

Mr. Murr reported the tree trimming in the South Park is complete.

Mr. Murr confirmed the soccer goals have been ordered.

Mr. Murr responded to Mr. Sanchez's inquiry about the exercise equipment.

Mr. Murr updated the Board regarding the two pergolas in the District's parks. He reminded the Board that the pergolas are showing signs of wear and need to be maintained. He stated that the estimated cost to sand wash and paint the two pergolas is \$5,500.00. Discussion ensued.

Mr. Murr reported that a new picnic bench will be delivered this month.

Mr. Murr followed up with the Board regarding the bridge repairs. He presented and reviewed an opinion of probable cost, a copy of which is attached to the Park Maintenance Report. Mr. Murr noted that the estimated cost does not include installation. Discussion ensued. Mr. Murr stated that he would work with IDS on the engineering portion of the project. The Board directed Mr. Murr to obtain proposals for the installation of the bridge.

After review and discussion, Director Crenshaw moved to: (1) accept the Park Maintenance Report; (2) authorize the maintenance of the pergolas at a cost not to exceed \$5,500.00; and (3) approve the proposal for the Contech Bridge, subject to the solicitation of bids and receipt of the proposal for installation. Director Alvarenga seconded the motion, which passed unanimously.

DISCUSS 2023 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.

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

DELINQUENT TAX MATTERS

There was no discussion on this agenda item.

INSURANCE

Ms. Leatherwood 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 Graham 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 Alvarenga 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.

The Board approved additional check no. 7273 in the amount of \$23,356.88 for the WWTP's portion of the insurance.

The Board then reviewed the proposed budget for the fiscal year end August 31, 2024, regional WWTP account, a copy of which is attached in the regional WWTP bookkeeper's report.

After review and discussion, Director Graham moved to: (1) accept the regional WWTP bookkeeper's report and the bills submitted for payment; (2) adopt the regional WWTP budget for fiscal year end August 31, 2024; and (3) approve additional check no. 7273, as discussed. 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.

Additionally, she reviewed the proposed budget for the fiscal year end August 31, 2024, operating account, a copy of which is attached. Discussion ensued.

After review and discussion, Director Graham 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, 2024, 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 the District received a \$1,557.95 credit from AT&T.

Mr. Downum reported and recommended replacing the Water Supply Plant's booster pump no. 2 at a cost of \$15,000.00. He stated that EDP would work with IDS to ensure the new booster pump will work with any future upgrades to the District's facilities.

Mr. Downum recommended that the Board authorize EDP to send six delinquent accounts totaling \$1,331.00 to the District's collection agency.

Mr. Downum reported that EDP has placed signs throughout the District regarding stage 1 of the Drought Contingency Plan.

After review and discussion, Director Graham moved to: (1) approve the operator's report; (2) approve the replacement of booster pump no. 2 at cost of \$15,000; and (3) authorize EDP to send six delinquent accounts to the District's collection agency. Director Alvarenga 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 Alvarenga, which passed unanimously.

ENGINEERING MATTERS

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

Ms. Wilkinson reported the Texas Commission on Environmental Quality (the "TCEQ") is satisfied with the District's corrective actions in response to the TCEQ's February inspection and violation report.

Ms. Wilkinson reported on the Water Plant Improvements Project and reviewed IDS's recommendations. Additionally, she noted that IDS is working with the District's financial advisor to prepare a bond study for the costs of the rehabilitation project.

Ms. Wilkinson reported on the Joint Advisory Committee meeting held on August 3, 2023. She stated that the next Joint Advisory Committee meeting will be on November 2, 2023.

Ms. Wilkinson reported the contractor has installed the riprap at the North Park 90-inch Outfall and Basin Drainage Swale.

SITE DEVELOPMENT REQUESTS AND UTILITY COMMITMENT LETTERS

There was no report on this agenda item.

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

Ms. Pettit presented and reviewed the Building Manager's Report, a copy of which is attached.

Ms. Pettit reported that she would no longer like to work with Air Tech of Houston AC & Plumbing ("Air Tech") due to high prices. She recommended and requested the Board enter into an agreement with Efficiency Experts Air Conditioning and Heating ("Efficiency Experts") for air conditioning maintenance and repairs. Discussion ensued.

Ms. Pettit requested approval of vacation time for September 11 through the 15, 2023.

After discussion, Director Graham moved to: (1) accept the Building Manager's Report; (2) authorize ABHR to notify Air Tech of the Board's decision to terminate the

Service Agreement; (3) approve a Service Agreement with Efficiency Experts, subject to finalization; and (4) approve the requested vacation days. Director Alvarenga seconded the motion, which passed unanimously.

WEST HARRIS COUNTY REGIONAL WATER AUTHORITY ("WHCRWA")

The Board reviewed a notice from the WHCRWA regarding the Stage 1 Drought Conditions, a copy of which is attached.

REPORTS FROM DIRECTORS

There was no report on this agenda item.

GARBAGE SERVICES

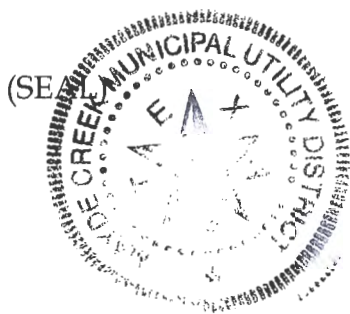
There was no discussion on this agenda item.

AGENDA ITEMS FOR NEXT BOARD MEETING

Ms. Leatherwood stated the next Committee meeting will be held on November 2, 2023.

Ms. Leatherwood said that the next Board meeting is scheduled to be held on September 25, 2023.

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.



B. Alvarenga

Secretary, Board of Directors

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