

REID ROAD MUNICIPAL UTILITY DISTRICT NO. 1

Minutes of Meeting of Board of Directors

June 29, 2022

The Board of Directors (“Board”) of Reid Road Municipal Utility District No. 1 (“District”) met on June 29, 2022 at 11245 Harvest Bend Boulevard, Houston, Harris County, Texas, in accordance with the duly posted notice of said meeting, with a quorum of Directors present, as follows:

Patrick Cieslewitz, President
Carla Christensen, Vice President
Robert Sumpter, Secretary
Karen Brengel, Treasurer
Ed Swannie, Director

and the following absent:

None.

Also present were Mr. Mason Mueller and Mr. Wayne Kimball of Cobb Fendley & Associates, Inc.; Ms. Debbie Shelton of Masterson Advisors LLC; Mr. John Montgomery of Municipal Operations & Consulting; a quorum of the Board of Directors of Reid Road MUD No. 2 and appropriate consultants of that district; and Ms. Melissa J. Parks, attorney for the District.

The President called the meeting to order and declared it open for such business as might regularly come before it.

1. The Boards conducted a discussion with Mr. Mueller regarding proposed capital improvements at the wastewater treatment plant facilities that the engineer recommends for consideration, as well as proposed funding of same. Mr. Mueller and Wayne Kimball first addressed odor mitigation and discussed a document summarizing various mitigation alternatives. Mr. Kimball described meetings with the District’s operator to discuss odor sources. The key approach to odor mitigation is to eliminate conditions that support odor formation. The main methods for odor control are absorption, chemical scrubbing, and biological scrubbing. The bases to consider implementing odor mitigation are that: (1) the District has, over time, received odor complaints; and (2) the District soon will be applying for renewal of the waste discharge permit.

Mr. Kimball described odor mitigation options and began by recommending installation of a screen shroud, auger shroud, and screenings bagger upon completion of upcoming work on the rotary drum screen. Mr. Montgomery stated this work was planned and would be completed. Mr. Kimball then described creation of odors during the decant cycle and suggested addition of chemicals (BioCope), for which no capital costs would be incurred; only the cost to purchase the chemicals. Mr. Kimball went on to describe installation of an aerobic digester cover and a bio-trickling filter and the estimated construction and engineering costs. He also described installation of an oxidation reduction potential (ORP) control loop and an

engineered buffer wall and the costs for same. Mr. Kimball also discussed installation of a mist system.

The Boards discussed the various options, including the cost of construction/installation and long-term operation and maintenance. John Montgomery mentioned the importance of keeping the digester aerobic at all times and he suggested installation of positive displacement (PD) blowers at the digester. He also reported on a hole in the decant line and four decant tubes needing repair. The Board thoroughly discussed the odor mitigation options and agreed the most favorable alternatives appeared to be No. 6 on the summary (mist system, ORP control loop, buffer wall) along with repairs to the decant line and tubes and installation of two PD blowers.

The Boards considered other proposed capital improvements at the plant. Mr. Mueller reviewed a list and discussed the priority of various projects. He noted that some projects were more long-term, and that others (bar/drum screen replacement) had already been budgeted for. The Boards agreed that sluice gate replacement and filtration media replacement projects should remain on the list, along with renewal of the waste discharge permit and the odor control and sludge management improvements discussed earlier.

2. The Boards discussed a proposed contract with SentiForce for installation of cameras and provision of monitored video surveillance services at the waste treatment plant. The focus of this discussion was on costs. The proposal indicated a monthly cost of \$3,375 plus the one-time cost of installation. Ms. Parks was still discussing contract details with SentiForce and so no action was taken to approve a contract, but it was noted that if the cameras are installed, the plant operating budget must be amended to reflect the proposed annual cost. Thereafter, the Board and consultants of Reid Road No. 2 exited the meeting.

3. The Board opened the floor for public comment, but none was offered.

4. The Board considered the minutes of its meeting held May 18, 2022, and after discussion, the Board unanimously approved same.

5. The Board discussed with Mr. Mueller a listing of proposed capital improvements for the District's water plants and distribution system, as well as for the sanitary sewer collection system and parks and drainage projects. Mr. Mueller reviewed a comprehensive listing with the Board and discussed priority, planning, and funding. The Board prioritized the water-related projects as:

- 1 – MCC/SCADA/Building replacement at Plant No. 1
- 2 – Methane scrubber at Plant No. 2

The Board agreed that with pending receipt of surface water, a fourth water well might not be drilled in the near future, but having the additional well would provide redundancy. The most likely funding source for near-term projects was proceeds from the Districts Series 2015 Bonds remaining in the capital projects account, although the Board noted an additional issuance of bonds to accomplish all projects, especially long-term, would likely be necessary. The Board also discussed the impacts of the North Harris County Regional Water Authority's (NHCRWA) installation of chloramine facilities and improvements at the motor control center. The Board

revisited drilling a fourth water well and agreed it would be wise to plan now for same. Installation of an additional ground storage tank at Water Plant No. 2 would likely not be required unless there is more development within the District. After further discussion, a motion was made and unanimously carried to authorize the engineer to begin design of motor control center improvements, a methane scrubber, and water well No. 4. The Board requested that the engineer update the project list to reflect these discussions and also to add a column projecting the dates to undertake the projects. The Board then discussed proposed wastewater projects, noting that with smoke testing underway, the engineer should prioritize and project dates for the listed projects. The same general request was made with regard to parks and drainage projects.

6. The Board briefly discussed a contract with SentiForce for installation of cameras at District facilities. Ms. Parks again noted the proposed contract was under review. The Board agreed to take up the matter at a future meeting.

7. The Board discussed pending business and was informed by the operator that the NHCRWA had entered Stage 1 of its Drought Contingency Plan (DCP). Under provisions in the District's own DCP, the District is to implement Stage 1 voluntary drought measures under its Plan as a result of the Authority's action. After discussion, the Board agreed with the operator's recommendation to implement Stage 1 under the District's DCP. Mr. Montgomery will continue to monitor the District's water production facilities as well as the actions of the Authority and keep the Board apprised.

There being no further business to come before the Board the meeting was adjourned.


Secretary

REID ROAD MUNICIPAL UTILITY DISTRICT NO. 1
NOTICE OF PUBLIC MEETING

Notice is hereby given to all interested parties that the Board of Directors of the captioned District will hold a public meeting at **11245 Harvest Bend Blvd., Houston, Texas**. The meeting will be held at **6:30 p.m. on Wednesday, June 29, 2022**.

The subject of the meeting is to consider and act on the following:

1. Consideration of wastewater treatment matters, including:
 - a. Discussion with District Engineer on condition of wastewater treatment facilities, any recommended capital improvements, and proposed funding of same
 - b. Contract for installation of cameras and provision of monitored video surveillance services
2. Public Comment
3. Approve minutes of meeting held May 18, 2022
4. Discussion with District Engineer on condition of District water, sewer, drainage and parks facilities, any recommended capital improvements, and proposed funding of same
5. Review and approval of Capital Improvements Plan
6. Contract for installation of cameras at District facilities and provision of monitored video surveillance services; Policy for use of video surveillance recordings
7. Pending business
8. Executive Session as necessary Authorized under Texas Government Code Ann., §551.071, et seq.



A handwritten signature in black ink that reads "Melissa J. Parks".

Melissa J. Parks
Attorney for the District