

MINUTES  
EMERALD FOREST UTILITY DISTRICT

February 28, 2023

The Board of Directors (the "Board") of Emerald Forest Utility District (the "District") met in special session, open to the public, on the 28<sup>th</sup> day of February, 2023, at the offices of AEI Engineering, a Baxter & Woodman Company, 11450 Compaq Center West Drive, Suite 660, Houston, TX 77070, outside the boundaries of the District, and the roll was called of the members of the Board:

Bobby G. Dillard	President
Robert M. Kimball	Vice President
William B. Schmidt	Secretary/Investment Officer
Donald F. Brooks	Assistant Vice President
DeWayne High	Assistant Secretary

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

Also present at the meeting were Deanna Brooks, resident of the District; Lonnie Lee of Regional Water Corporation ("RWC"); Sherry Grant of AEI Engineering, a Baxter & Woodman Company ("AEI"); and Jennifer Ramirez of Allen Boone Humphries Robinson LLP ("ABHR").

PUBLIC COMMENTS

There were no comments from the public.

2023 OPERATION AND MAINTENANCE TAX ELECTION

There was no discussion on this agenda item.

SECURITY SERVICES REPORT

The Board reviewed the January 2023 security services report from the Harris County Sheriff's Office , a copy of which is attached.

APPROVE RESIDENTIAL SOLID WASTE COLLECTION CONTRACT WITH BEST TRASH, LLC

The Board reviewed the proposed Residential Solid Waste Collection Contract with Best Trash, LLC for garbage collection services beginning on June 1, 2023. After review and discussion, Director Kimball moved to approve the Residential Solid Waste Collection Contract and direct that the Contract be filed appropriately and retained in the

District's official records. Director High seconded the motion, which passed unanimously.

ENGINEER'S REPORT

Ms. Grant reviewed the engineer's report, a copy of which is attached.

SURFACE WATER, CHLORAMINE CONVERSION, AND CHLORINE DISINFECTION CONVERSION

Ms. Grant updated the Board on the status of the North Harris County Regional Water Authority's construction at Water Plant No. 3, as reflected in her report.

FM 1960 LIFT STATION NO. 5

Ms. Grant updated the Board on the status of the FM 1960 lift station no. 5 project, as reflected in her report. She did not have any Pay Estimates or Change Orders from Persons Services Corporation for the Board's approval.

Ms. Grant stated that there have been additional delays in the delivery of the automatic transfer switch ("ATS"). She stated that the contractor was able to source an alternate supplier for the ATS, but the supplied enclosure does not meet the project specifications. Ms. Grant stated that the contractor will be able to obtain the correct enclosure in approximately 2-3 weeks and will be able to swap out the incorrect enclosure. She stated that AEI does not have any objections to that plan and the Board concurred to proceed with the suggested approach.

Ms. Grant stated that the contractor also provided a cost estimate for a rental generator in the amount of \$33,490.00 per month, a copy of which is attached to the engineer's report. Discussion ensued, and the Board took no action.

FM 1960 WATER AND SANITARY SEWER EXTENSION

Ms. Grant updated the Board on the status of the FM 1960 water and sanitary sewer extension project, as reflected in her report. She did not have any Pay Estimates or Change Orders from D.L. Elliott Enterprises, Inc. for the Board's approval.

WATER AND SANITARY SEWER EXTENSION TO SERVE REPUBLIC BUSINESS CENTER ("RBC") TRACT

Ms. Grant updated the Board on the status of the public water line upsizing project to serve the RBC tract, as reflected in her report. She did not

have any Pay Estimates or Change Orders from Aranda Industries LLC ("Aranda") for the Board's approval.

Ms. Grant reported that the public sanitary sewer extension at the wastewater treatment plant site project is complete. She then reviewed and recommended approval of Pay Estimate No. 5 and Final in the amount of \$27,213.60, submitted by Aranda. Ms. Grant also recommended the Board accept the project.

After review and discussion, Director High moved to approve Pay Estimate No. 5 and Final in the amount of \$27,213.60 to Aranda and accept the project, as recommended. Director Dillard seconded the motion, which passed unanimously.

#### CYPRESS NORTH HOUSTON ROAD (LOUEDD ROAD) WIDENING

There was no discussion on this agenda item.

#### WOODEDGE VILLAGE SANITARY SEWER REHABILITATION

Ms. Grant updated the Board on the status of the Woodedge Village sanitary sewer and manhole rehabilitation project, as reflected in her report. She did not have any Pay Estimates or Change Orders from T. Gray Utility & Rehab Co., LLC for the Board's approval.

#### FEASIBILITY STUDIES, PLAN REVIEWS, AND UTILITY AVAILABILITY REQUESTS

Ms. Grant updated the Board on the status of the pending plan reviews, service requests, and feasibility studies, as reflected in her report.

Ms. Grant reported that AEI provided Texas Quality Plumbing LLC with a letter in support of the owner's water well permit renewal application to the Harris-Galveston Subsidence District, a copy of which is attached to the engineer's report.

Ms. Grant reported that AEI completed the true-ups of the balances of the deposits for the 4.93-acre site at 10660 Woodedge Drive for both the current owner, JAG Real Investments, LLC, and the prior owner, STVA Scaffold, Inc, copies of which are attached to the engineer's report.

Ms. Grant reported that the District received a request from Rene Washington on February 16, 2023, regarding utility service for a proposed Sleepy's Po-Boys located at 10922 Cypress Creek Parkway, Suite A. She stated that AEI

informed Mr. Washington of the District's plan review process, including the required deposit.

CYPRESS GLEN SANITARY SEWER REPAIR PROJECT

Ms. Grant updated the Board on the status of the design of the sanitary sewer and manhole rehabilitation project for Cypress Glen, as reflected in her report.

UPDATE ON WASTE DISCHARGE PERMIT RENEWAL APPLICATION

Ms. Grant updated the Board on the status of the preparation of the wastewater treatment plant permit renewal application.

DEEDS, EASEMENTS, AND/OR CONSENTS TO ENCROACHMENT

There was no discussion on this agenda item.

FIVE-YEAR CAPITAL IMPROVEMENT PLAN ("CIP")

Ms. Grant stated that the next quarterly update to the CIP will be presented at the April special meeting.

OTHER ENGINEERING MATTERS

Ms. Grant updated the Board on the status of the wastewater treatment plant permit renewal application.

Ms. Grant updated the Board regarding the preparation of the renewal applications for the District's general operating permits related to the storage of hazardous materials for water plant no. 2, water plant no. 3, and the wastewater treatment plant.

APPROVE OUT-OF-DISTRICT SERVICE AGREEMENTS

Ms. Ramirez reviewed an Out-of-District Service Agreement with WWCL, LP for the Oak Groves Apartments located at 10770 Barely Lane and an Out-of-District Service Agreement with Lester Nichols for the former Galloway Clinic located at 9410 FM 1960 Road West, (collectively, the "Agreements"). After review and discussion, Director Kimball moved to approve the Agreements, subject to final review, and direct that they be filed appropriately and retained in the District's official records. Director High seconded the motion, which passed unanimously.

APPROVE ANNEXATION LETTER AGREEMENT

There was no discussion on this agenda item.

PETITION FOR ADDITION OF CERTAIN LAND AND PETITION FOR CITY  
CONSENT TO ANNEX LAND

There was no discussion on this agenda item.

OPERATIONS REPORT, INCLUDING CUSTOMER CORRESPONDENCE

Mr. Lee reviewed the Greens Bayou E. coli report acknowledging samples taken in February, 2023, a copy of which is attached.

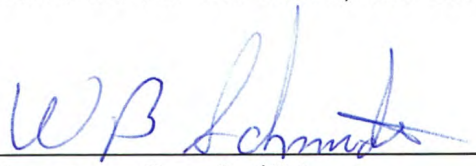
Mr. Lee stated that the alkalinity and ph levels at the District's wastewater treatment plant have dropped since the District began receiving surface water, which has negatively affected the nitrification process. He stated that RWC is treating the plant by hand with magnesium hydroxide, which RWC believes will stabilize the alkalinity and ph levels to allow for proper nitrification. Mr. Lee then reviewed a proposal in the amount of \$16,175, submitted by Water Utility Services, Inc., for the purchase and installation of a permanent magnesium hydroxide system, a copy of which is attached. After review and discussion, Director Dillard moved to approve the proposal in the amount of \$16,175, subject to RWC's final determination that the magnesium hydroxide is effective in addressing the alkalinity and ph levels. Director Kimball seconded the motion, which passed unanimously.

In response to an inquiry from the Board, Mr. Lee updated the Board on the status of the installation of District's smart meters.

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

(SEAL)



  
Secretary, Board of Directors

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