

MINUTES
EMERALD FOREST UTILITY DISTRICT

April 25, 2023

The Board of Directors (the "Board") of Emerald Forest Utility District (the "District") met in special session, open to the public, on the 25th day of April, 2023, at the offices of Baxter & Woodman, Inc., 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, thus constituting a quorum.

Also present at the meeting were Deanna Brooks, resident of the District; Sergeant William Greer of the Harris County Sheriff's Office ("HCSO"); Lonnie Lee of Regional Water Corporation ("RWC"); Sherry Grant and Robel Giackero of Baxter & Woodman, Inc. ("B&W"); 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

The Board discussed the Town Hall meeting held on April 18, 2023.

SECURITY SERVICES REPORT

The Board reviewed the March 2023 security services report from the HCSO, a copy of which is attached. Sergeant Greer updated the Board on the status of security in the District.

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. She stated that B&W received the operation and maintenance manuals on April 18, 2023, which were provided to RWC.

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 reported that the delivery date for the automatic transfer switch ("ATS") from the original supplier was significantly delayed again, so the contractor cancelled the order. She stated that the contractor has ordered an ATS from an alternate supplier with a lead time of 22 weeks, which B&W has confirmed meets the project specifications. Ms. Grant stated that the contractor proposed to provide a temporary rental ATS, which has a lead time of 4-6 weeks, and B&W has confirmed is acceptable as a temporary solution. After discussion, the Board concurred to proceed with the temporary rental ATS.

The Board discussed the delays in receiving permanent electrical service to lift station no. 5 and discussed the previously provided proposal from the contractor for a rental generator. The Board requested that B&W look into potentially utilizing the District's existing generator in lieu of a rental generator.

Ms. Grant reported that the electric easement between CenterPoint Energy and the adjacent property owner is still under review by the Texas Department of Transportation right-of-way division for the required permit.

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 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 noted that B&W received notification that morning that the project had passed the Harris County final inspection. Ms. Grant then reviewed and recommended approval

of Pay Estimate No. 8 in the amount of \$50,325.59, submitted by Aranda Industries LLC ("Aranda").

After review and discussion, Director High moved to approve Pay Estimate No. 8 in the amount of \$50,325.59 to Aranda, as recommended. Director Kimball seconded the motion, which passed unanimously.

CYPRESS NORTH HOUSTON ROAD (LOUEDD ROAD) WIDENING

Ms. Grant stated that AEI is working on providing the utility plans for Cypress North Houston Road to Kuo & Associates, as requested.

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.

The Board discussed the significant delay by the contractor in the completion of the contract and the possible issuance of liquidated damages against the contractor.

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 B&W is finalizing the feasibility study reports for Phases I and II of the multi-family and town home development located at the southwest corner of FM 1960 and Gilder Road and anticipates presenting the final reports at the May regular meeting.

Ms. Grant reported that B&W is finalizing the draft feasibility study report for the proposed multi-family development located at 10514 Woodedge Road and anticipates presenting the draft report at the May regular meeting.

Ms. Grant reported that B&W received the plumbing plans for the Sleepy's Cajun Café on April 17, 2023, and the District received the required deposit so B&W will be proceeding with the plan review.

Ms. Grant reported that the District received an inquiry from Zainul Momin of MAKMO Design LLC on April 7, 2023, regarding potential utility service for a proposed gas station development located on a 0.7-acre tract at the southwest corner of Jones Road and Woodedge Drive. She stated that AEI informed Mr.

Momin of the District's feasibility study process, including the required deposit. Ms. Grant requested the Board authorize B&W to prepare the feasibility study, subject to receipt of the required deposit. After review and discussion, Director High moved to authorize B&W to prepare the feasibility study, subject to receipt of the required deposit. Director Kimball seconded the motion, which passed unanimously.

CYPRESS GLEN SANITARY SEWER REPAIR PROJECT

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

UPDATES TO EMERGENCY PREPAREDNESS PLAN ("EPP") AND EMERGENCY RESPONSE PLAN ("ERP")

Ms. Grant stated that B&W is working on updates to the District's EPP and ERP to reflect the changes in chemical treatment at the water plants.

UPDATE ON WASTE DISCHARGE PERMIT RENEWAL APPLICATION

Ms. Grant updated the Board on the status of the wastewater treatment plant permit renewal permit, as reflected in her report.

DEEDS, EASEMENTS, AND/OR CONSENTS TO ENCROACHMENT

There was no discussion on this agenda item.

FIVE-YEAR CAPITAL IMPROVEMENT PLAN ("CIP")

Mr. Giackero reviewed the updated CIP, a copy of which is attached.

OTHER ENGINEERING MATTERS

Ms. Grant stated that B&W has scheduled the one-year warranty inspection for the 4-inch force main to serve lift station no. 5 project with the contractor, Scohil Construction Services, LLC, on April 26, 2023.

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 March, 2023, a copy of which is attached.

Mr. Lee reported on emergency maintenance at the onsite lift station at the wastewater treatment plant the prior day due to a clogged pump. He discussed potentially utilizing a pulsed-hydraulics mixing ("PHM") system as a measure to help prevent clogs from damaging the District's pumps. Mr. Lee stated that the vendor can install a temporary PHM system at the onsite lift station for a pilot program at no cost to the District. After discussion, the Board concurred to authorize RWC to proceed with the pilot program, as discussed.

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


Secretary, Board of Directors

(SEAL)



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