

MINUTES
EMERALD FOREST UTILITY DISTRICT

June 27, 2023

The Board of Directors (the “Board”) of Emerald Forest Utility District (the “District”) met in special session, open to the public, on the 27th day of June, 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
Donald F. Brooks	Assistant Vice President
DeWayne High	Assistant Secretary

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

Also present at the meeting were Kim Courte of Arthur J. Gallagher & Co. (“AJG”); 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.

SECURITY SERVICES REPORT

The Board reviewed the May 2023 security services report from the Harris County Sheriff’s Office, 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.

Ms. Grant stated that RWC is conducting the preliminary water sampling in connection with the potential utilization of a phosphate treatment system at Water Plant No. 3.

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 CenterPoint Energy installed the electric meter and service to the lift station on June 19, 2023. She stated that the startup of the lift station and standby generators was held that morning. Ms. Grant stated that the startup was successful and the project participants will be notified that the system is ready for tie-in.

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.

CYPRESS NORTH HOUSTON ROAD (LOUEDD ROAD) WIDENING

Ms. Grant stated that B&W is working on providing the utility plans for Cypress North Houston Road to Kuo & Associates.

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 stated that B&W conducted the final inspection on June 14, 2023, and provided the contractor with a punch list, a copy of which is attached to the engineer's report. Ms. Grant 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 stated that Creation Equity requested a capacity availability letter in order to record their plat, which B&W provided on June 21, 2023, a copy of which is attached to the engineer's report.

Ms. Grant stated that B&W received a revised site plan and building layouts for the three existing buildings on the 1.345-acre Kensinger Donnelly tract, which B&W is reviewing.

Ms. Grant stated that B&W received the updated development information for the 6.2-acre 7C Jones tract on June 21, 2023, so B&W will proceed with preparation of the updated feasibility study.

Mr. Giackero reviewed the final feasibility study for the proposed multi-family development located at 10514 Woodedge Drive, a copy of which is attached. After review and discussion, Director Kimball moved to approve the feasibility study. Director Dillard seconded the motion, which passed unanimously.

Ms. Grant stated that the District received the required deposit for the feasibility study for a proposed gas station development located on a 0.7-acre tract at the southwest corner of Jones Road and Woodedge Drive, but B&W is still waiting to receive additional development information before beginning preparation of the feasibility study.

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

There was no discussion on this agenda item.

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 July special meeting.

OTHER ENGINEERING MATTERS

There was no discussion on this agenda item.

DISCUSS RENEWAL OF DISTRICT'S INSURANCE POLICIES

Ms. Courte reviewed a renewal proposal from Waterworks Insurance Network ("W.I.N.") on behalf of AJG, noting that the renewal proposal includes cybersecurity coverage and the addition of earth movement to the package coverage.

After review and discussion, Director Kimball moved to accept the W.I.N. proposal for renewal of the District's insurance policies and direct that the proposal be filed appropriately and retained in the District's official records. Director Schmidt seconded the motion, which passed by a vote of 4-0 with Director High abstaining.

OPERATIONS REPORT, INCLUDING CUSTOMER CORRESPONDENCE

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

Mr. Lee reported that the pilot program for the pulsed-hydraulics mixing ("PHM") system was installed and is currently operating. He stated that RWC will monitor the performance of the PHM system for several months prior to making a recommendation on the purchase of a permanent system.

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

Secretary, Board of Directors

(SEAL)

LIST OF ATTACHMENTS TO MINUTES

	Minutes
	<u>Page</u>
Security services report	1
Engineer's report.....	1
Greens Bayou E. coli report	4