

MINUTES
EMERALD FOREST UTILITY DISTRICT

October 24, 2023

The Board of Directors (the "Board") of Emerald Forest Utility District (the "District") met in special session, open to the public, on the 24th day of October, 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, thus constituting a quorum.

Also present at the meeting were Deanna Brooks, resident of the District; Lonnie Lee and Jennifer Rowe-Baker of Regional Water Corporation ("RWC"); Sherry Grant of Baxter & Woodman, Inc. ("B&W"); and Katie Sherborne 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 September 2023 security services report from the Harris County Sheriff's Office, a copy of which is attached.

OPERATIONS REPORT, INCLUDING CUSTOMER CORRESPONDENCE

The Board reviewed correspondence from Abbey Residential Services, Inc., a copy of which is attached, disputing the outstanding balance for the account for The Abbey at Jones Road apartment complex. Ms. Rowe-Baker reviewed a timeline of the events related to the account since January, 2023, when the apartment complex received an electronic smart meter. She also reviewed a spreadsheet detailing the estimated water bills, the actual usage, the amounts paid to date, and the remaining balance owed. A copy of the timeline and spreadsheet is attached. Ms. Rowe-Baker stated that, after recalculating the amount owed based on the tiered water usage for each month, the adjusted total outstanding balance was \$27,903.13. She noted that a payment was made on the account that morning based on a six-month payment plan for the original balance,

so the new outstanding balance due is \$21,710.28. After discussion, the Board concurred to make no further adjustments to the account. Ms. Rowe-Baker stated that RWC will send the property manager a revised bill, including the spreadsheet presented to the Board, and adjust the payment plan amount for the remaining 5 months.

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 ("NHCRWA") construction at Water Plant No. 3, as reflected in her report. She reported that the one-year warranty inspection was held on October 18, 2023, and the NHCRWA provided a draft inspection report, a copy of which is attached to the engineer's report.

Ms. Grant stated that RWC is continuing to conduct 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 stated that the contractor is still working on the punch list items. Ms. Grant did not have any Pay Estimates or Change Orders from Persons Services Corporation for the Board's approval.

Mr. Lee reported that the contractor was onsite that morning installing the permanent automatic transfer switch.

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 stated that the contractor is still working on the punch list items. Ms. Grant 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

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 reported that Pay Estimate No. 15 and Final was sent to the contractor, T. Gray Utility & Rehab Co., LLC ("T. Gray"), and T. Gray provided a letter concurring with the amount of the pay estimate, a copy of which is attached to the engineer's report. Ms. Grant stated that B&W informed the District's bookkeeper that the check to T. Gray was authorized for release.

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 the engineer for the 1.345-acre Kensinger Donnelly tract requested minor revisions to the letter of no objection, which B&W provided. A copy of the revised letter of no objection is attached to the engineer's report.

Ms. Grant updated the Board on the preparation of the updated feasibility study for the 7C Jones tract and stated that B&W anticipates presenting the draft updated feasibility study for the Board's review at the next meeting.

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.

DEEDS, EASEMENTS, AND/OR CONSENTS TO ENCROACHMENT

There was no discussion on this agenda item.

FIVE-YEAR CAPITAL IMPROVEMENT PLAN ("CIP")

Ms. Grant reviewed the updated CIP, a copy of which is attached.

OTHER ENGINEERING MATTERS

Ms. Grant stated that the District has not received a response from the

Texas Commission on Environmental Quality to the District's response letter regarding the letter the District received regarding the failure to submit compliance documentation for a Notice of Violation Letter dated September 9, 2019.

Ms. Grant stated that B&W is working on the first step of the service line inventory for the Lead and Copper Rule compliance program.

Ms. Grant reported that Robert Appelt of the Environmental Protection Agency has committed to attending the Board's November 28, 2023, special meeting to discuss the District potentially providing water service to properties located within the Jones Road ground water plume boundary. She reviewed correspondence from Mr. Appelt regarding the same, including a copy of the Harris County order regarding the SuperFund site, a copy of which is attached to the engineer's report.

APPROVE ANNEXATION AGREEMENT

There was no discussion on this agenda item.

APPROVE DEVELOPMENT FINANCING AGREEMENT

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 October, 2023, a copy of which is attached.

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

(SEAL)




Secretary, Board of Directors

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