

MINUTES
EMERALD FOREST UTILITY DISTRICT

May 8, 2025

The Board of Directors (the “Board”) of Emerald Forest Utility District (the “District”) met in regular session, open to the public, on the 8th day of May, 2025, at the offices of Allen Boone Humphries Robinson LLP, 3200 Southwest Freeway, Suite 2400, Houston, Texas, outside the boundaries of the District, and the roll was called of the members of the Board:

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

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

Also present at the meeting were Simon Vandyk of Touchstone District Services (“Touchstone”); Stephanie Viator of District Data Services, Inc.(“DDS”); Erik Spencer of Vogler & Spencer Engineering, Inc. (“VSE”); Lonnie Lee of Regional Water Corporation (“RWC”); Debbie Arellano of Bob Leared Interests; Ken Farrar of Best Trash, LLC (“Best Trash”); and Katie Sherborne and Jessica Richardson of Allen Boone Humphries Robinson LLP (“ABHR”).

PUBLIC COMMENTS

There were no comments from the public.

APPROVE MINUTES

The Board considered approving the minutes of the April 10, 2025, regular meeting. After review and discussion, Director Dillard moved to approve the minutes of the April 10, 2025, regular meeting, as submitted. Director Kimball seconded the motion, which passed unanimously.

WEBSITE AND COMMUNICATION MATTERS

Mr. Vandyk presented and reviewed the website and communication report, a copy of which is attached. He reported on recent user engagement in response to District’s recent text alerts regarding EyeOnWater account signups. After discussion, the Board directed Touchstone to send additional text alerts directing residents to sign up for an EyeOnWater account.

GARBAGE COLLECTION MATTERS

Mr. Farrar updated the Board on the status of garbage collection matters in Woodedge Village. In response to an inquiry from the Board, he stated that Best Trash has not received any service requests from other neighborhoods within the District.

TAX ASSESSMENT AND COLLECTION MATTERS

Ms. Arellano presented the monthly tax report, a copy of which is attached. She stated that 97.9% of the District's 2024 taxes were collected as of April 30, 2025. Ms. Arellano then reviewed the District's delinquent tax roll.

After review and discussion, Director Kimball moved to approve the tax report and payment of the tax bills. Director Dillard seconded the motion, which passed unanimously.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Viator reviewed the bookkeeper's report, including the District's investments and the budget comparison, and submitted the bills for payment. A copy of the bookkeeper's report is attached. The Board discussed the District's procedures for paying directors fees of office and determined to make no change to the current procedures.

After review and discussion, Director Dillard moved to approve the bookkeeper's report and payment of the bills. Director Kimball seconded the motion, which passed unanimously.

AMENDED AND RESTATED AGREEMENT FOR BOOKKEEPING SERVICES

Ms. Viator reviewed a proposed Amended and Restated Agreement for Bookkeeping Services with DDS.

After review and discussion, Director Dillard moved to approve the Amended and Restated Agreement for Bookkeeping Services with DDS, subject to final review, and direct that it be filed appropriately and retained in the District's official records. Director Kimball seconded the motion, which passed unanimously.

TRAVEL REIMBURSEMENT GUIDELINES FOR ASSOCIATION OF WATER BOARD DIRECTORS ("AWBD") SUMMER CONFERENCE

The Board generally discussed the Travel Reimbursement Guidelines and Director Expenses for the AWBD summer conference.

OPERATION OF DISTRICT FACILITIES

Mr. Lee presented the operations report from RWC, a copy of which is attached. He reported on routine maintenance and repair items in the District, including the results of the District's fire hydrant survey and related repairs. He stated that water accountability for the prior billing cycle was 85.3%.

Mr. Lee updated the Board on the status of the bacteriological testing and monitoring required by the Texas Commission on Environmental Quality ("TCEQ") as part of the conditional approval for the water well exception request. He stated that there were no excursions found.

After review and discussion, Director Schmidt moved to approve the operator's report. Director Kimball seconded the motion, which passed unanimously.

HEARING REGARDING TERMINATION OF WATER AND SEWER SERVICE

The Board conducted a hearing on the termination of water and sewer service to delinquent accounts. Mr. Lee stated that the residents on the list were delinquent in payment of their water and sewer bills and had been given written notification prior to the meeting of the opportunity to appear before the Board to explain, contest, or correct the utility service bills and to show reason for nonpayment, all in accordance with the District's Rate Order. After discussion, Director Schmidt moved that, because the customers on the list were neither present at the meeting nor had presented any written statement on the matter, water and sewer service for accounts totaling \$10 or more would be terminated the following week in accordance with the District's Rate Order, except (i) accounts in compliance with payment agreements, and (ii) commercial accounts, which are to be contacted first by RWC and then terminated the following Monday if payment has not been received. Director Kimball seconded the motion, which passed unanimously.

APPROVE CONSUMER CONFIDENCE REPORT ("CCR")

Mr. Lee stated that he will present the District's 2024 CCR at the Board's next meeting.

ENGINEERING MATTERS

Mr. Spencer reviewed the engineer's report, a copy of which is attached.

FEASIBILITY STUDIES, PLAN REVIEWS, AND SERVICE REQUESTS

Mr. Spencer updated the Board on the status of the pending plan reviews and service requests, as reflected in his report. He noted that VSE is working

with Cy Fair Independent School District regarding the proposed location of the fire line connection.

Mr. Spencer updated the Board on VSE's coordination with the three businesses on FM 1960 on connecting to the District's utility system.

WASTEWATER TREATMENT PLANT GENERATOR REPLACEMENT PROJECT

Mr. Spencer updated the Board on the status of design of the wastewater treatment plant generator replacement project. He noted that the wastewater treatment plant was issued an updated address by CenterPoint Energy ("CPE"), and the new address is 11720 Early Mist Court. He stated that VSE is working with CPE to confirm the current lines can handle the electricity load.

GREEN CREEK LIFT STATION GENERATOR REPLACEMENT PROJECT

Mr. Spencer updated the Board on the status of design of the Green Creek lift station generator replacement project.

WATER PLANT NO. 3 GENERATOR REPLACEMENT PROJECT

Mr. Spencer updated the Board on the status of design of the water plant no. 3 generator replacement project.

UPDATE REGARDING EXCEPTION REQUESTS FROM TCEQ AND COMPLIANCE WITH ENFORCEMENT ORDER

There was no discussion on this agenda item.

DEEDS, EASEMENTS, AND/OR CONSENTS TO ENCROACHMENT

There was no discussion on this agenda item.

UPDATE ON BOND APPLICATION

Mr. Spencer stated that the District's bond application is under review at the TCEQ.

OTHER ENGINEERING MATTERS

Mr. Spencer reported that the District's GIS system is now functional and gave a short demonstration.

The Board discussed the maintenance of the Schroeder Oaks detention

basin by the Harris County Flood Control District ("HCFCD"). Ms. Sherborne stated that she will look into potential agreement options with HCFCD for the District to assume maintenance responsibilities for the detention basin.

ATTORNEY'S REPORT

The Board discussed adopting a Resolution Requesting Appraisal of Property and Certificate of Estimated Appraised Value as of May 15, 2025. After discussion, Director Schmidt moved to adopt the Resolution Requesting Appraisal of Property and Certificate of Estimated Appraised Value and direct that the Resolution be filed appropriately and retained in the District's official records. Director Kimball seconded the motion, which passed unanimously.


DISCUSS MEETING SCHEDULE

The Board discussed the meeting schedule and concurred to not hold a special meeting in the month of May. The Board also concurred to reschedule the June meeting to June 18, 2025.

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

(SEAL)




Secretary, Board of Directors

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