

MINUTES  
EMERALD FOREST UTILITY DISTRICT

February 27, 2024

The Board of Directors (the "Board") of Emerald Forest Utility District (the "District") met in special session, open to the public, on the 27<sup>th</sup> day of February, 2024, 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 Merrill Willgrubs and Brad Dill of BD Realty Advisors on behalf of Harris County Emergency Services District No. 13 ("ESD 13"); Trevor Shuman of Today's Integration, Inc. ("T.I."); Sergeant William Greer of the Harris County Sheriff's Office ("HCSO"); Lonnie Lee of Regional Water Corporation ("RWC"); Sherry Grant of Baxter & Woodman, Inc. ("B&W"); and Jennifer Ramirez of Allen Boone Humphries Robinson LLP.

PUBLIC COMMENTS

Mr. Willgrubs requested an update on the preparation of the feasibility study for the proposed ESD 13 development. Ms. Grant stated that the draft feasibility study will be presented to the Board at the meeting.

ENGINEERING MATTERS

Ms. Grant presented the draft feasibility study report for the proposed ESD 13 development on the approximately 10.7-acre tract located near the southeast corner of Barely Lane and Rowood Lane, outside the boundaries of the District, a copy of which is attached. She estimated that the usage for the development is 1,440 gallons per day for water and 1,000 gallons per day for wastewater. Ms. Grant noted that the District appears to have sufficient water and sanitary sewer capacity to serve the proposed development. She reported that the District does not have public utility lines in the vicinity of the tract so the construction of water and sanitary sewer lines will be necessary to serve the tract. Ms. Grant stated that ESD 13 is a tax-exempt user and would be required to pay a nontaxable user fee for their pro-rata share of the District's

water and sanitary sewer facilities necessary to provide service to the proposed development. After review and discussion, Director Kimball moved to approve the feasibility study, subject to finalization. Director Schmidt seconded the motion, which passed unanimously.

#### SECURITY SERVICES REPORT

The Board reviewed the January 2024 security services report from the HCSO, a copy of which is attached.

Mr. Lee reported that RWC pulled a meter for a residence on Greencreek Drive due to unauthorized water taking. He stated that the resident then used PVC pipe to reconnect the pipes, so RWC removed the wye branch and installed a single connection pipe for the adjacent resident. Discussion ensued regarding preventing further unauthorized taking of water.

#### RECEIVE PRESENTATION FROM T.I.

Mr. Shuman discussed the services provided by T.I. and answered questions from the Board. After discussion, the Board requested that T.I. prepare a proposal for a security system for the District's facilities for the Board's review.

#### ENGINEERING MATTERS (CONT'D)

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

#### SURFACE WATER, CHLORAMINE CONVERSION, AND BLEACH DISINFECTION CONVERSION

There was no update on this agenda item.

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

There was no discussion on this agenda item.

#### 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 B&W conducted a site visit on February 19, 2024 with RWC and representatives for the LGE Design Build/Creation Equity team to discuss the requested public water line and private water line tie-in adjustments and reviewed an exhibit of the proposed adjustments, a copy of which is attached

to the engineer's report. Mr. Lee stated that RWC is currently working with a subcontractor on preparation of a proposal to complete the work.

Ms. Grant reviewed the final feasibility study for the proposed multi-family development located on a 6.2-acre tract at the northeast corner of Jones Road and Woodedge Drive, a copy of which is attached. After review and discussion, Director Dillard moved to approve the feasibility study. Director Schmidt seconded the motion, which passed unanimously. Ms. Grant updated the Board on the preparation of the annexation application for the City of Houston and stated that B&W authorized their survey subconsultant to prepare the annexation map and the metes and bounds and exhibit of the tract to be annexed.

Ms. Grant stated that the engineer for Cy-Fair ISD provided updated exhibits of the Cy-Fair ISD service area, including the existing water and sewer lines, copies of which are attached to the engineer's report. Discussion ensued regarding the necessary amendment to the Water Supply and Waste Disposal Contract with Cy-Fair ISD.

Ms. Grant stated that B&W received a request from the owner of Sea Dog Animal Training located at 10831 Woodedge Drive to receive sanitary sewer service from the District. She stated that she informed the owner that the tract currently receives water service from White Oak Bend Municipal Utility District and the owner needed to reach out to that district.

#### 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. Ms. Grant did not have any Pay Estimates or Change Orders from Texas Pride Utilities, LLC for the Board's approval.

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

Ms. Grant stated that B&W is finalizing the ERP and EPP for filing with the appropriate entities.

#### SERVICE LINE INVENTORY FOR LEAD AND COPPER RULE COMPLIANCE

Ms. Grant updated the Board on the preparation of the service line inventory for the Lead and Copper Rule compliance program which is being prepared by the District's operator.

UPDATE REGARDING REQUEST FOR EXCEPTION FROM TEXAS COMMISSION ON ENVIRONMENTAL QUALITY ("TCEQ")

Ms. Grant updated the Board on the status of preparation of the exception request for the missing documentation for water well no. 2. She stated that the District received a Notice of Enforcement for File Record Review Investigation letter, a copy of which is attached to the engineer's report. Ms. Grant stated that she anticipates submitting the exception request to the TCEQ by the end of the week.

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.

UPDATE ON PREPARATION OF BOND APPLICATION

Ms. Grant updated the Board on the preparation of the District's bond application, as reflected in her report.

GENERAL OPERATING PERMITS RENEWAL

Ms. Grant updated the Board on the preparation of the general operating permit renewals related to the storage of hazardous materials for water plant no. 2, water plant no. 3, and the wastewater treatment plant.

OTHER ENGINEERING MATTERS

Ms. Grant stated that B&W prepared the enclosed updated summary of pro-rata fund shares for the FM 1960 water and sanitary sewer extension, a copy of which is attached to the engineer's report.

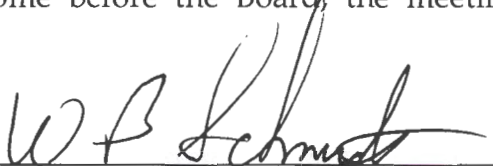
OPERATIONS REPORT, INCLUDING CUSTOMER CORRESPONDENCE

Mr. Lee reviewed the Greens Bayou E. coli report acknowledging samples taken in February, 2024, a copy of which is attached.

ANNUAL CYBERSECURITY TRAINING

The Board conducted their annual cybersecurity training.

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> |
| Draft feasibility study report for ESD 13 development..... | 1           |
| Security services report.....                              | 2           |
| Engineer's report.....                                     | 2           |
| Final feasibility study for 7C Jones tract.....            | 3           |
| Greens Bayou E. coli report.....                           | 4           |