

MINUTES
EMERALD FOREST UTILITY DISTRICT

November 13, 2025

The Board of Directors (the "Board") of Emerald Forest Utility District (the "District") met in regular session, open to the public, on the 13th day of November, 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, thus constituting a quorum.

Also present at the meeting either in person or via teleconference were Jenna Craig of Touchstone District Services ("Touchstone"); Luly Stripling 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 ("BLI"); and Katie Sherborne and Jennifer Ramirez of Allen Boone Humphries Robinson LLP ("ABHR").

PUBLIC COMMENTS

There were no members of the public who wished to address the Board

APPROVE MINUTES

The Board considered approving the minutes of the October 9, 2025, regular meeting. After review and discussion, Director Dillard moved to approve the minutes of the October 9, 2025, regular meeting. Director Schmidt seconded the motion, which passed unanimously.

WEBSITE AND COMMUNICATION MATTERS

Ms. Craig presented and reviewed the website and communication report, a copy of which is attached. She suggested publishing articles regarding proper disposal of grease and wipes to the District website. Following discussion, the Board authorized Touchstone to publish the suggested articles.

GARBAGE COLLECTION MATTERS

There was no discussion regarding garbage collection matters.

SECURITY MATTERS

The Board reviewed the monthly activity report from Harris County Sheriff's Office, a copy of which is attached.

TAX ASSESSMENT AND COLLECTION MATTERS

Ms. Arellano presented the monthly tax report, including the delinquent tax roll, a copy of which is attached. She stated that 99.284% of the District's 2024 taxes and 0.203% of the District's 2025 taxes were collected as of October 31, 2025. After review and discussion, Director Dillard moved to approve the tax report and payment of the tax bills. Director Schmidt seconded the motion, which passed unanimously.

Ms. Arellano inquired whether the District would like an aerial photo of the District. Following discussion, the Board determined to decline purchase of an aerial photo of the District.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Stripling presented and reviewed the bookkeeper's report, including the District's investments and the budget comparison, and submitted the bills for payment. She noted that the 2023 payment in lieu of taxes from Carbajal Empire is still outstanding. Ms. Sherborne reviewed activity included in the monthly ABHR invoices. After review and discussion, Director Dillard moved to approve the bookkeeper's report and payment of the bills. Director Schmidt seconded the motion, which passed unanimously. A copy of the bookkeeper's report is attached.

CONDUCT ANNUAL REVIEW OF INVESTMENT POLICY AND ADOPT RESOLUTION REGARDING ANNUAL REVIEW OF INVESTMENT POLICY

The Board reviewed the District's Investment Policy to determine if any amendments were necessary and determined to make no amendments at this time. After review and discussion, Director Schmidt moved to adopt the Resolution Regarding Annual Review of Investment Policy and direct that the Resolution be filed appropriately and retained in the District's official records. Director Dillard seconded the motion, which passed unanimously.

RESOLUTION ESTABLISHING AUTHORIZED DEPOSITORY INSTITUTIONS AND ADOPTING LIST OF QUALIFIED BROKER/DEALERS WITH WHOM THE DISTRICT MAY ENGAGE IN INVESTMENT TRANSACTIONS

The Board considered adopting the Resolution Establishing the Authorized Depository Institutions and Adopting List of Qualified Broker/Dealers with Whom the District May Engage in Investment Transactions. After review and discussion, Director Schmidt moved to adopt the Resolution Establishing the Authorized Depository Institutions and Adopting List of Qualified Broker/Dealers with Whom the District May Engage in Investment Transactions and direct that the Resolution be filed appropriately and retained in the District's official records. Director Dillard seconded the motion, which passed unanimously.

DETENTION POND MAINTENANCE MATTERS

Mr. Spencer updated the Board on the ongoing maintenance of the Schroeder Oaks detention pond by the Harris County Flood Control District ("HCFCF"). Ms. Sherborne discussed with the Board the possibility of entering into a mowing agreement with HCFCF whereby the District would assume maintenance of the detention pond and HCFCF would reimburse the District a portion of the maintenance expense. Following discussion, the Board determined to take no action regarding a mowing agreement with HCFCF and to consider it again at a later date dependent on the quality of future maintenance by HCFCF.

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 lift station cleanout. He stated that water accountability for the prior billing cycle was 91.60%.

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

Mr. Lee presented and reviewed with the Board a written appeal from the customer with account number 1300102500 requesting an adjustment to their water and sewer bill due to a waterline leak at their property. Following review and discussion, Director Schmidt moved to authorize reducing the sewer portion of the bill in question to \$42.00.

Next, Mr. Lee presented and reviewed with the Board a written appeal from the customer with account number 1305015002 requesting that the Board waive the late fee on their water and sewer bill due to a processing error on their part. Following review and discussion, Director Dillard moved to decline the request to waive the late fee. Director Schmidt seconded the motion, which passed unanimously.

Director High then requested that Mr. Lee confirm that all credits to customers

who signed up for an EyeOnWater account have been issued.

After review and discussion, Director Schmidt moved to approve the operator's report. Director Dillard 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 Tuesday if payment has not been received, subject to confirmation that the date of the Board meeting included in the delinquent notice was correct. Director Dillard seconded the motion, which passed unanimously.

ENGINEERING MATTERS

Mr. Spencer presented and 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.

Mr. Spencer updated the Board on VSE's coordination with the three businesses on FM 1960 on connecting to the District's utility system. Ms. Sherborne noted that ABHR has sent a Deed of Trust and Promissory note to 360 Mechanical for the property, which would impose a lien on the property if sold. Following discussion, the Board authorized RWC to issue a tap connection for the 360 Mechanical property.

Mr. Spencer reported that VSE is reviewing revised plans from Cy Fair Independent School District's proposed renovations.

SANITARY SEWER EXTENSION TO SERVE 21 ACRE TRACT

The Board discussed the proposed QuikTrip gas station and Bubble Bath car wash proposed to be developed on a 21-acre tract located at the intersection of Mills Road and F.M. 1960. Mr. Spencer stated that VSE is working with the QuikTrip developers to determine the finalize the scope of the project, including the capacity needed. The Board directed VSE to upsize design of the sanitary sewer line extension to a twelve-inch line.

The Board determined to defer action regarding a Resolution Expressing Intent to Reimburse for the project.

WASTEWATER TREATMENT PLANT GENERATOR REPLACEMENT PROJECT

Mr. Spencer updated the Board on the generator replacement project for the wastewater treatment plant, water plant no. 3, and Green Creek lift station. He reported that bids were received for the project and that VSE recommends award of the contract to the low bidder, Texas Municipal and Industrial in the amount of \$1,499,169.00. The Board concurred that, in its judgment, Texas Municipal and Industrial was a responsible bidder who would be most advantageous to the District and would result in the best and most economical completion of the project.

Mr. Spencer presented a summary of previous bond issuances and surplus funds, a copy of which is attached. He noted that the water plant no. 3 was not originally included in the project scope, which is why the contract amount exceeds the projected project cost. Mr. Spencer reported that District can use 2022 surplus funds to cover the additional expense.

Following review and discussion, Director Schmidt moved to award the contract for the generator replacement project for the wastewater treatment plant, water plant no. 3, and Green Creek lift station to Texas Municipal and Industrial in the amount of \$1,499,169.00, based on the engineer's recommendation and subject to receipt of payment and performance bonds and the certificate of insurance and endorsements, if any, provided by the contractor. Director Dillard seconded the motion, which passed unanimously.

SANITARY SEWER CLEANING AND TELEVISIONING OF TURTLE LAKES SECTIONS 1 AND 2 AND TURTLE HILL VILLAGE

Mr. Spencer updated the Board on the status of the Turtle Lakes Sections 1 & 2 and Turtle Hill Village project. He stated that VSE has not received all contract documents from Amar Contractors, LLC.

LINNFIELD DETENTION POND REHABILITATION

Mr. Spencer updated the Board on the Linnfield detention pond rehabilitation project.

LIFT STATION NO. 2

Mr. Spencer updated the Board on lift station no. 2 project.

UPDATE REGARDING EXCEPTION REQUESTS FROM TCEQ AND COMPLIANCE WITH ENFORCEMENT ORDER

There was no discussion on this agenda item.

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

Mr. Spencer updated the Board on updates to the District's five-year Capital Improvement Plan.

DEEDS, EASEMENTS, AND/OR CONSENTS TO ENCROACHMENT

There was no discussion on this agenda item.

ANNEXATION AGREEMENT

There was no discussion on this agenda item.

OTHER ENGINEERING MATTERS

Mr. Spencer reported that VSE engaged a specialist to inspect the cathodic protection system at the elevated storage tank. He stated that VSE is implementing the recommendations of the inspector,

ATTORNEY'S REPORT

Ms. Sherborne presented a memorandum regarding requirements for taxing units to submit certain information about proposed and issued bonds and tax rate elections to the Comptroller for incorporation into a public database, a copy of which is attached. She stated that ABHR will work with the District's consultants to prepare and submit the required information by the reporting deadline.

DISCUSS MEETING SCHEDULE

The Board discussed its meeting schedule and concurred to not hold a special meeting in the month of November and to next meet on December 11, 2025.

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


Secretary, Board of Directors

(SEAL)



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