

TIMBER LANE UTILITY DISTRICT
Minutes of Meeting of Board of Directors
March 10, 2022

The Board of Directors (“Board”) of Timber Lane Utility District (“District”) met at 1904 Naplechase Crest Drive, Spring, Harris County, Texas in the District, on March 10, 2022 in accordance with the duly posted notice of the meeting, with a quorum of Directors present, as follows:

Daniel M. Meacham, President
Robert B. Schenck, Vice President
James F. Messer, Secretary
A.F. “Bud” Gessel, Assistant Secretary
Eric Langstaff, Director

and the following was absent:

None.

Also present were Jeff Vogler, Mark Cervantes, Tammy Carby, Bill Russell, Greg Lentz, Chase Eastland, Mike Potter, Kayla Ray, Sergeant Brian Norton, Lt. Juan Flores, Sergeant Juvencio Ramos, Perry Miller, Eric O’Brien, Sarah Sanchez, Jennifer B. Seipel, and Lori G. Aylett.

The President called the meeting to order and declared it open for such business as might properly come before it.

1. The meeting commenced with a recital of the Pledge of Allegiance.
2. Under public comment, Sarah Sanchez approached the Board on behalf of the Timber Lane Tiger Sharks swim team. Ms. Sanchez asked whether the District would be consider sponsoring the swim team’s t-shirts, as it has done in the past. Upon motion duly made, seconded, and unanimously carried, the Board approved the sponsorship and required that the Water Smart logo be imprinted on the t-shirts. Ms. Sanchez thanked the Board for their continued support of the swim team program.
3. The Board considered the minutes of the meeting held on February 10, 2022. One change to the minutes was suggested, and upon motion duly made and seconded, the Board unanimously approved the minutes of the meeting as amended.
4. Harris County Precinct No. 4 Sergeant Juvencio Ramos presented a law enforcement report, copy attached. He presented the following crime statistics: zero burglaries of a habitation, zero vehicle thefts, one assault, 28 calls for family disturbances, 49 alarms, five reported runaways, ten burglaries of a motor vehicle, 13 other thefts, two sexual assaults, one juvenile disturbance, 57 suspicious vehicles, one phone harassment, zero thefts of a habitation, three robberies, nine criminal mischief calls, one other disturbance, 39 suspicious persons, and 1,264 other calls. Upon unanimous vote, the Board approved the law enforcement report as presented.

5. Tammy Carby presented a tax assessor/collector's report, copy attached. The District's 2021 taxes are 94.52% collected as of February 28, 2022. There were 14 checks and two wire transfers presented for approval. Upon unanimous vote, the Board approved the tax assessor/collector's report as presented.

6. Greg Lentz presented the financial advisor's report. He noted that the potential refunding opportunity discussed at last month's meeting is no longer financially feasible due to changes in the market. However, Mr. Lentz requested that the Board approve the preliminary official statement and set certain parameters to proceed with the deal, should changes in the market allow it to proceed. Upon motion unanimously approved, the Board approved the Series 2022 Preliminary Official Statement and authorized the transaction provided that the present value savings to the District is at least three percent (3%). The Board also ratified its selection of R.W. Baird as its underwriter and Director Meacham as the Board's authorized representative. The Board next reviewed a proposed bond order for the Series 2022 Refunding Bonds. This document would establish among other things the terms for sale of the bonds, the pledge of tax revenues for payment of the bonds, the tax exemption on interest on the bonds, and post-issuance compliance procedures to maintain the bonds' tax-exempt status. This document would delegate authority to District officers and establish the parameters under which the refunding bonds would be sold. To that extent, and in accordance with the analysis prepared by the District's financial advisor, the Board directed that the bond order reflect the following parameter: the minimum present value savings as a result of the issuance of the refunding bonds may not be less than 3%. The bond order should delegate to the President, Vice President and Secretary of the Board of Directors the authority to act on behalf of the District in the issuance, sale, approval and delivery of the Series 2022 Refunding Bonds, and to carry out all necessary acts and procedures including, but not limited to, entering into a bond purchase agreement, a paying agent/registrars agreement, and an escrow deposit agreement, and approving the Official Statement for the refunding bonds and any supplements thereto, with such officers to evidence their actions taken under such delegation of authority by execution of an Approval Certificate. After further review of the bond order, upon motion duly made, seconded, and unanimously carried, the Board voted unanimously to adopt the attached Bond Order for the Series 2022 Refunding Bonds. Further, the Board unanimously authorized execution of an Approval Certificate evidencing the above actions and the sale of the Series 2022 Refunding Bonds, if completed within the above-established parameter. After that discussion, Mr. Lentz thanked the Board for their time.

7. Jeff Vogler and Mark Cervantes presented the engineer's report, copy attached. With regard to the sanitary sewer rehabilitation project at Aldine Westfield and Ciderwood, Mr. Vogler noted that the contracts have been submitted for execution.

As for the wastewater treatment facility expansion project, the engineer reported that design is underway.

With regard to the site for Water Plant No. 5, Mr. Vogler stated that the final plat was approved.

In connection with the recoating of Water Plant No. 3, the engineer presented and recommended approval of Pay Application No. 1 in the amount of \$48,060.00 to NG Painting.

As for the motor control center replacement at the water plant, the engineer presented and recommended approval of Pay Application No. 2 in the amount of \$362,610.00 and Change Order No. 1 in the amount of \$15,000.00 to WW Payton.

The engineer also discussed with the Board a variety of other pending matters, including Bond Issue No. 25, which has been deemed administratively complete by the Texas Commission on Environmental Quality.

After discussion, upon unanimous vote, the Board approved the engineer's report, including all requests for authorization, as presented.

8. The Board tabled discussion of the Joint Participation Agreement with Harris County related to improvements in Sandpiper Village, as the District's attorney is still reviewing the first draft, which only recently arrived.

9. Bill Russell presented a bookkeeper's report, copy attached. Upon unanimous vote, the Board approved the bookkeeper's report as presented and authorized payment of the checks listed thereon.

10. There was no developer's report.

11. Mike Potter presented an operator's report, copy attached. The District served 7,579 connections and had water accountability of 90.41%.

Mr. Potter reported that twenty-five bacteriological samples were taken, and all were acceptable. He noted that the District's wastewater treatment plant experienced one E. Coli violation. During this discussion, the Board requested that the third-party company charged with cleaning the UV system be placed on a regular three-month cleaning cycle. The operator agreed to do so.

Mr. Potter reported on routine maintenance for the previous month.

There were two requests for payment plans.

Upon unanimous vote, the Board approved the operator's report as presented.

12. The attorney noted that the District was required to review the FTC identity theft red flag program on an annual basis. The attorney recommended that no changes be made to the program. Accordingly, upon motion duly made, seconded and unanimously carried, the Board voted unanimously to adopt the attached Resolution Affirming Identity Theft Prevention Program.

13. The operator presented an amendment to its existing operator's contract with the District. The Board discussed the operator's proposed changes in rates and staffing for the maintenance and operation of District facilities. After discussion, the Board unanimously approved the amendment to the operator's contract.

14. Perry Miller presented a report on behalf of Champions Hydro-Lawn, noting that most of the District's drainage and detention facilities are in good shape. He also presented a proposal for a few repairs to leaks on the waterline to the restroom at Liberty Park, which the Board unanimously approved provided that they not exceed \$14,550.00.

15. There were no hearings on violations of District rules.

16. Director Gessel presented a report on the District's parks and recreational facilities, copy attached. Director Gessel reported that Harris County is reviewing plans for the fire tower. He also reminded everyone that the dedication of the new trail between Herman Little Park and Timber Lane Park is scheduled for March 25, 2022. Lastly, he noted that a reward may be forthcoming for a citizen who is assisting with the recovery of a stolen trash can lid from the park. Subject to that discussion, the Board approved the parks report as presented.

17. There were no rewards for citizen information.

18. The Board then considered the attached Order Declaring Unopposed Candidates Elected and Canceling Election. The Board reviewed a secretary's certificate certifying that all candidates for office of director are unopposed, and the deadline for filing an application to be a candidate has expired. After discussion, upon unanimous vote, the Order was approved and executed.

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


Secretary