

TIMBER LANE UTILITY DISTRICT
Minutes of Meeting of Board of Directors
December 8, 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 December 8, 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 Bill Russell, Kurt Trauth, Paulette Scott, Mark Ivy, Rae Delk, Suzanne Maas, Monica Peña, Mark Cervantes, Jeff Vogler, Perry Miller, Lt. Juan Flores, Sergeant Brian Norton, Captain Vicente Medina, Eric O’Brien, Sergeant Lindley, 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. Director Langstaff led the recital of the Pledge of Allegiance.
2. The President opened the floor for public comment. None was received.
3. The Board then considered the minutes of the meeting held on November 11, 2022. Upon motion duly made and seconded, the Board unanimously approved the minutes of the meeting as presented.
4. Lieutenant Flores presented a law enforcement report, copy attached. The following crime statistics were reported: one burglary of a habitation, six vehicle thefts, two assaults, 30 calls for family disturbances, 39 alarms, five reported runaways, five burglaries of a motor vehicle, 17 other thefts, one sexual assault, two juvenile disturbances, 70 suspicious vehicles, one phone harassment, two thefts of a habitation, seven criminal mischief calls, 57 other disturbances, 39 suspicious persons, and 790 other calls. Upon unanimous vote, the Board approved the law enforcement report as presented.
5. Monica Peña presented a tax assessor-collector’s report, a copy of which is attached. The District’s 2021 taxes are 98.39% collected and 2022 taxes are 3.06% collected. Two wire transfers and nine checks were presented for the Board’s review and approval. Upon unanimous vote, the Board approved the tax assessor-collector’s report as presented.
6. The Board considered an engineer’s report, copy attached. Mark Cervantes and Jeff Vogler reported on the status of several District engineering matters. Design is continuing of the wastewater treatment plant. The wastewater treatment plant permit renewal has been submitted, and the first required notice was published. At water plant 5, the engineer

reported that bids for the construction project are due on December 16, 2022 and will be presented at the January meeting. The engineer then discussed the pedestrian bridge project at Schultz Gully. Mr. Cervantes stated that the geotechnical analysis required by the project is underway. The engineer stated that design is underway with regard to the generator replacement.

The engineer then discussed ongoing construction projects in the District. Mr. Cervantes presented and recommended payment of Pay Application No. 3 in the amount of \$25,641.00 to Division III + Constructors for their work in connection with the Cypress Terrace detention pond rehabilitation project.

Mr. Cervantes provided an update on a variety of other matters. He stated that segment one of the Treaschwig Road expansion project is scheduled to begin in early 2023. Mr. Cervantes stated that he provided comments to the plans submitted by the owner of the Serano tract. He also reported that Otto Road tract annexation project is still in the discussion phase, as the developer wants to add more lots than originally proposed.

Upon unanimous vote, the Board approved the engineer's report and action items thereon as presented.

7. The engineer discussed a proposed rate adjustment under the existing contract. He reviewed with the Board the new proposed rates, stating that his firm's rates have not been increased in some time. Upon unanimous vote, the Board approved the new rates as presented.

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

9. The Board then considered a Resolution Authorizing the Use of Surplus Funds, whereby the District would use \$133,090.38 in surplus construction funds from several prior bond sales to perform certain rehabilitation work at the District's water plant, sewer plant, lift stations and water distribution facilities. The Board discussed that such use of surplus funds under these circumstances is authorized by the Texas Administrative Code. Accordingly, upon motion duly made, seconded, and unanimously carried, the Board approved the resolution as presented.

10. There were no developers' reports.

11. Mark Ivy presented an operator's report, a copy of which is attached. The District served 7,619 active connections. The District's total current billing was \$595,701.59, while total current collections were \$670,312.64. The District had 95.33% water accountability. There was one excursion at the sewage treatment plant during the month of October. A summary of all of the facilities was included in the report.

The operator then reported that the motor at booster pump 2 at water plant 2 is shorting. The motor has been pulled for repairs, and an insurance claim will be filed.

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

12. Perry Miller presented the Champions Hydro-Lawn report, and the Board approved repairs listed thereon, including inlet repairs at Liberty Park in the amount of \$17,625.

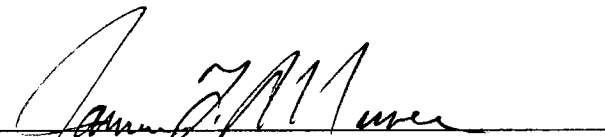
13. There were no hearings on violations of the District's rules.

14. Director Bud Gessel presented a parks and recreational facilities report, a copy of which is attached. He stated that the procurement of the USFWD wildlife education display permit remains pending. Mr. Schenck then presented two proposals for the purchase of a thermal imaging scope for the fire tower. After discussion, the Board voted to purchase the scope in the amount of \$4,499. Mr. Gessel also sought authorization to purchase a new slide to replace the damaged one. The Board approved such purchase. Lastly, Mr. Gessel sought approval to provide a \$1,000 reward to the citizen who provided information that led to the arrest of the person who stole a metal District canopy near the UPRR property. Mr. Gessel showed the Board several pictures of the incident. The Board unanimously approved the reward.

15. Lori Aylett reported that pursuant to Texas law, all entities with the power of eminent domain must annually submit certain information to the Texas Comptroller. The District will be required to submit not later than February 1st of each year a report containing records and other information needed for the Controller's eminent domain database, including the following: (i) name, (ii) address and public contact information, (iii) the name of a representative and their contact information, (iv) the type of entity, (v) each provision of law that grants the District eminent domain authority, (vi) the focus or scope of eminent domain authority, (vii) the earliest date on which the District had the authority to exercise eminent domain, (viii) the District's taxpayer identification number, if any, (ix) whether the District exercised its eminent domain authority in the preceding calendar year by filing a condemnation petition, and (x) the District's website address or, if it does not have one, the contact information to enable a member of the public to obtain information from the District. The attorney requested that the Board authorize her office to file the annual report with the Texas State Comptroller not later than the February 1, 2023 deadline. Upon unanimous vote, the Board authorized the attorney to make the submission as required by law.

16. The Board then considered requests from Highland Glen HOA and CT of Timberlane CAI for the assumption of street light electricity accounts. Ms. Seipel described the terms of the agreements for the assumption of the accounts, under which the homeowners associations would reimburse the District for payment of their street light accounts along with a surcharge to cover the administrative time incurred by the District in connection with the payment of such accounts. Upon motion duly made, seconded, and unanimously carried, the Board approved the agreements as presented.

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


Secretary