

TIMBER LANE UTILITY DISTRICT
Minutes of Meeting of Board of Directors
February 9, 2023

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 February 9, 2023 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, Kayla Ray, Josh Maas, Rae Delk, Joann Ramos, Mark Cervantes, Jeff Vogler, Perry Miller, Lt. Juan Flores, Sergeant Juvencio Ramos, Captain Vicente Medina, Sergeant Lindley, Eric O’Brien, Kurt Trauth, Paulette Scott, Bill Lodato, Alex Stemple, 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. Bill Lodato stated that the restrooms at Herman Little Park need cleaning. Director Gessel stated that he would bring the issue to the attention of the cleaning personnel.
3. The Board then considered the minutes of the meetings held on January 12, 2023 and February 3, 2023. Upon motion duly made and seconded, the Board unanimously approved the minutes of the meetings as presented.
4. Sergeant Juvencio Ramos presented a law enforcement report, copy attached. The following crime statistics were reported: one burglary of a habitation, three vehicle thefts, three assaults, 27 calls for family disturbances, 44 alarms, four reported runaways, seven burglaries of a motor vehicle, eleven other thefts, zero sexual assault, one juvenile disturbance, 83 suspicious vehicles, four phone harassments, zero thefts of a habitation, zero robberies, seven criminal mischief calls, 53 other disturbances, 29 suspicious persons, and 983 other calls. Upon unanimous vote, the Board approved the law enforcement report as presented.
5. Joann Ramos presented a tax assessor-collector’s report, a copy of which is attached. The District’s 2022 taxes are 77.96% collected as of the date of the report. Two wire

transfers and 37 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. There was presented the attached Resolution Authorizing Challenge to the Appraisal Roll. Ms. Aylett noted that the preliminary tax roll is released in May, and the tax assessor has a limited amount of time to review the roll and challenge any errors or omissions that are found. The tax assessor should be authorized to make such challenges on the District's behalf. Upon unanimous vote, the Board approved the resolution as presented.

7. 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 Mr. Cervantes stated that his office is awaiting the draft permit. At water plant 5, the engineer reported that the contracts have been submitted to the contractor for execution. Mr. Cervantes stated that the hydrology study needed in connection with the Schultz Gulley pedestrian bridge project is underway. The engineer reported that his office is addressing comments from Harris County on the Breckenridge West, phase one trail project. Design is underway for the generator replacement. Lastly, Mr. Vogler reported that his office incorporated certain financial information received from the District's financial advisor into the application for Bond Issue No. 26.

The engineer then discussed ongoing construction projects in the District. Mr. Cervantes presented and recommended payment of Pay Application No. 4 in the amount of \$3,150.00 to Division III + Constructors for their work in connection with the Cypress Terrace detention pond rehabilitation. The engineer also presented and recommended payment of Pay Application No. 2 in the amount of \$42,317.10 and Change Order No. 1 in the amount of \$12,500.00 to McDonald Municipal and Industrial for their work in connection with the observation tower project.

Mr. Cervantes provided an update on a variety of other matters. He confirmed that segment one of the Treaschwig Road expansion project still is scheduled to begin in 2023. He also provided an update on the status of development and annexation plans for several tracts.

Upon unanimous vote, the Board approved the engineer's report and action items thereon 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. There were no developers' reports.

10. Josh Maas then presented the operator's report, a copy of which is attached. The District served 7,619 active connections. The District's total current billing was \$511,554.50, while total current collections were \$550,984.93. The District had 93% water accountability. There were no violations at the sewage treatment plant during the prior month.

The operator then reported on repairs and maintenance performed during the prior month, including ongoing repairs to the District's ultraviolet system. The operator also reported that the bar screen at the wastewater treatment plant needs approximately \$46,000 in additional repairs in order to properly function. He recommended that the District complete such repairs rather than replace the bar screen altogether because the replacement parts will take more than 38 weeks to arrive. The Board agreed. In connection with that discussion, the operator described the efforts his employees undertake to manually clean and de-rag the plant on a daily basis.

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

11. The operator then sought authorization to complete a water use survey on the District's behalf, with completion of such survey being due March 1, 2023. After discussion, the Board unanimously authorized such work.

12. The Board then considered amending its Rate Order to reflect changes in the rights of customers during "extreme weather emergencies," as defined by the Texas Public Utility Commission. Ms. Aylett stated that these rights include the right to continued water service during an extreme weather emergency and the option to participate in a payment plan for outstanding balances owed during an extreme weather emergency. Upon motion duly made and seconded, the Board unanimously approved the Rate Order as recommended.

13. The attorney for the District discussed with the Board the requirements of Senate Bill 625. The law requires districts to annually provide certain records and information concerning the District's finances and tax rates to the Texas Comptroller of Public Accounts. The comptroller has created a special information database on their website, where the information will be assembled, updated, and made available to the public free of charge. The required information already is publicly available in other places, but the law requires submission of the information to the comptroller. The information includes the name of the District, the names of the Board members, any employees, addresses, websites if applicable, names of certain consultants, the total amount of bonds authorized by District voters, the aggregate principal amount of bonds issued, the tax rate, and audited financial information. Upon unanimous vote, the Board authorized the attorney to prepare and file the required report by the April 1, 2023 deadline.

14. Ms. Aylett reported that the District's \$9,310,000 Tax Refunding Bonds, Series 2013 had been refunded years ago, and therefore no arbitrage report was required at this time.

15. Perry Miller presented the Champions Hydro-Lawn report, a copy of which is attached. The report reflected that the District's facilities are in good condition. Mr. Miller also presented proposals (i) to repair a sinkhole at Werrington Park in the amount of \$24,625, (ii) to repair erosion at the Breckenridge West detention pond in the amount of \$22,375, and (iii) to perform desilting of facilities in Breckenridge West in the amount of \$13,500. The Board approved these proposals.

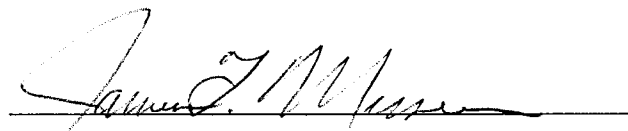
16. There were no hearings on violations of the District's rules.

17. Director Bud Gessel presented a parks and recreational facilities report, a copy of which is attached. The Board received a presentation for an Eagle Scout project from Alex Stemple. Mr. Stemple proposed to construct certain erosion control measures at the big lake at Cypress Creek Park. Following the presentation, the Board agreed to sponsor the project. Director Gessel also provided an update on the status of the observation tower, noting that there were several trespassers during the prior month.

18. There were no rewards for citizen information.

19. No executive session was needed.

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

A handwritten signature in cursive script, appearing to read "James L. Messer", is written over a horizontal line.

Secretary