

TIMBER LANE UTILITY DISTRICT
Minutes of Meeting of Board of Directors
March 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 March 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, Mark Ivy, Rae Delk, Monica Pena, Mark Cervantes, Perry Miller, Lt. Juan Flores, Sergeant Juvencio Ramos, Captain Vicente Medina, Sergeant Lindley, Eric O’Brien, Kurt Trauth, Paulette Scott, Bill Lodato, 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. Director Langstaff led the 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 then considered the minutes of the meetings held on February 9, 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, five vehicle thefts, two assaults, 27 calls for family disturbances, 44 alarms, five reported runaways, nine burglaries of a motor vehicle, ten other thefts, two sexual assaults, two juvenile disturbances, 88 suspicious vehicles, two phone harassments, zero thefts of a habitation, zero robberies, six criminal mischief calls, 34 other disturbances, 24 suspicious persons, and 888 other calls. Upon unanimous vote, the Board approved the law enforcement report as presented.
5. Monica Pena presented a tax assessor-collector’s report, a copy of which is attached. The District’s 2022 taxes are 94.09% collected as of the date of the report. Two wire

transfers and 21 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 reported on the status of several District engineering matters. Design is continuing of the wastewater treatment plant expansion. 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, and his office provided additional information requested by Harris County Flood Control as related to the project. Lastly, Mr. Cervantes reported that the application for Bond Issue No. 26 has been deemed administratively complete by the Texas Commission on Environmental Quality.

The engineer then discussed ongoing construction projects in the District. Mr. Cervantes noted that the rehabilitations of water well no. 1 at water plant no. 1 and the Cypress Terrace detention pond are underway.

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, but the start date continues to be pushed back. 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.

7. Bill Russell presented a bookkeeper's report, a copy of which is attached. At the conclusion of the report, Mr. Russell also stated that he will be retiring at the end of May. The Board expressed their appreciation for his many years of service to the District. Upon unanimous vote, the Board approved the bookkeeper's report as presented and authorized payment of the checks listed thereon.

8. There were no developers' reports.

9. Mark Ivy presented the operator's report, a copy of which is attached. The District served 7,625 active connections. The District's total current billing was \$478,224.12, while total current collections were \$569,325.49. The District had 92.21% 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 disinfection system at the wastewater treatment plant. The operator noted that required repairs to fire hydrants within the District are underway. He also stated that all zero usage meters have been replaced.

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

10. 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. No proposals were presented for approval.

11. 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.

12. The attorney presented a draft of the Joint Participation Agreement with Harris County for the Breckenridge trail project. The project will be designed in two phases (Breckenridge West to Hirschfield and Sandpiper Park Trail to Treaschwig Bridge), and the District will agree to provide 60 or 70% of the costs, with the County providing the remaining costs. The percentage of costs to be paid is still subject to negotiation. Upon unanimous vote, the Board approved the agreement as presented and authorized payment of up to a 70% share.

13. The Board considered the annexation and utility service agreement with the owner of the 4.7-acre tract of land located on Otto Road. The engineer had reviewed the request and confirmed that the District has sufficient capacity to provide water and sewer service in an amount not to exceed 20 equivalent single-family connections per day. It was noted that the owner would be required to pay a \$30,000 deposit to cover the District's legal and engineering costs associated with the annexation. Subject to that discussion, the Board unanimously approved the annexation and utility service agreement in amounts as recommended by the District engineer, subject to receipt of the deposit from the developer.

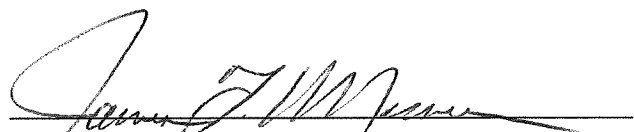
14. There were no hearings on violations of the District's rules.

15. Director Bud Gessel presented a parks and recreational facilities report, a copy of which is attached. Director Gessel provided an update on the status of the observation tower, noting that construction is complete. He reported that the individual charged with stealing the District's metal canopies remains jailed, and Mr. Gessel has provided the restitution amount to the District Attorney.

16. There were no rewards for citizen information.

17. At 7:02 p.m., the Board entered into executive session to discuss personnel matters. At 7:12 p.m., the Board exited executive session. The Board took note that the District's contract for parks general manager services with Mr. Gessel was more than five (5) years old, and no salary adjustments had been made since its original execution. Upon a vote of four to zero, with Director Gessel abstaining, the Board authorized the attorney to prepare an updated parks general manager contract for A.F. "Bud" Gessel, with the salary amount to be increased by ten percent (10%).

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


Secretary