

**TIMBER LANE UTILITY DISTRICT**  
Minutes of Meeting of Board of Directors  
April 13, 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 April 13, 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, Jeff Vogler, Lt. Juan Flores, Sergeant Juvencio Ramos, Captain Vicente Medina, Sergeant Lindley, Eric O’Brien, Kurt Trauth, Paulette Scott, 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. There was no public comment.
3. The Board then considered the minutes of the meetings held on March 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, one vehicle theft, three assaults, 23 calls for family disturbances, 38 alarms, four reported runaways, eight burglaries of a motor vehicle, eleven other thefts, zero sexual assaults, three juvenile disturbances, 78 suspicious vehicles, two phone harassments, zero thefts of a habitation, zero robberies, two criminal mischief calls, 49 other disturbances, 37 suspicious persons, and 716 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 95.04% collected as of the date of the report. One wire transfer and 16 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 expansion. The draft wastewater treatment plant permit was received, and comments were submitted. Mr. Vogler stated that the plan is to obtain the final permit and then seek a major permit amendment to remove certain testing requirements. Mr. Cervantes then requested authorization to advertise for bids for (i) the construction of phase 1 of the trail at Breckenridge West, (ii) the generator replacements at lift station nos. 2 and 7, and (iii) the lift station rehabilitation project.

The engineer then discussed ongoing construction projects in the District. Mr. Cervantes stated that the Cypress Terrace detention pond rehabilitation is underway. The engineer then submitted and recommended payment of Payment Application No. 1 in the amount of \$522,153.00 from Principal Services for their work in connection with the construction of water plant no. 5.

Mr. Cervantes provided an update on a variety of other matters. He 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. 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 \$563,746.16, while total current collections were \$496,522.16. The District had 92.57% 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 wastewater treatment plant and water plants. Mr. Ivy reported that the bar screen at the wastewater treatment plant has been installed and is working well. He confirmed that his employees are performing manual cleanings every few days now, rather than every few hours. Mr. Ivy also noted that all broken fire hydrants have been repaired.

The operator then reported that the Texas Commission on Environmental Quality ("TCEQ") performed inspections of the District's water plants. The inspections went well, but the TCEQ has stated that the District needs additional elevated storage capacity. The operator and the engineer recommended that the District seek a waiver of such requirement, and the Board agreed. The operator and engineer noted that the paperwork associated with such waiver will be submitted.

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

10. The Board reviewed the report from Champions Hydro-Lawn.

11. The attorney reported that the District is still waiting on comments from Harris County with regard to the proposed Joint Participation Agreement for the Breckenridge trail project.

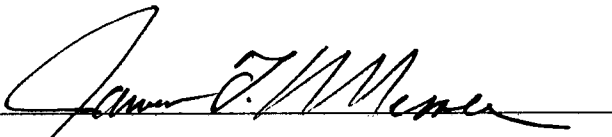
12. There were no hearings on violations of the District's rules.

13. Director Bud Gessel presented a parks and recreational facilities report, a copy of which is attached. Director Gessel provided updates on the status of various park projects. He also reported that the District will host a park tour on May 18, 2023. Director Gessel reported that June 3, 2023 is national trails day. Lastly, Director Gessel stated that a town hall meeting on subsidence and related issues will be held at the District's Community Center on May 4, 2023.

14. The Board considered an amended Parks General Manager Employment Contract with A.F. "Bud" Gessel, under which the salary paid to Director Gessel is increased by ten percent (10%). Upon a vote of four to zero, with Director Gessel abstaining, the Board approved the amended employment contract as presented.

15. There were no rewards for citizen information.

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

  
Secretary