

**TIMBER LANE UTILITY DISTRICT**  
Minutes of Meeting of Board of Directors  
May 11, 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 May 11, 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 Kayla Ray, Bill Russell, Mark Ivy, Rae Delk, Monica Pena, Mark Cervantes, Jeff Vogler, Chase Eastland, Perry Miller, Lt. Juan Flores, Sergeant Juvencio Ramos, Captain Vicente Medina, Sergeant Lindley, Eric O’Brien, Kurt Trauth, Paulette Scott, Jackie Noyola, 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 April 13, 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: two burglaries of a habitation, seven vehicle thefts, two assaults, 24 calls for family disturbances, 33 alarms, seven reported runaways, nine burglaries of a motor vehicle, 16 other thefts, two sexual assaults, four juvenile disturbances, 75 suspicious vehicles, four phone harassments, zero thefts of a habitation, two robberies, nine criminal mischief calls, 61 other disturbances, 34 suspicious persons, and 898 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 96.42% collected as of the date of the report. Two wire transfers and 26 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. With regard to the wastewater treatment plant permit, Mr. Cervantes confirmed that the plan is to obtain the final permit and then seek a major permit amendment to remove certain testing requirements and limits. As for the generator replacements at water plant no. 3 and lift station nos. 2 and 7, Mr. Cervantes confirmed that the District advertised the project, and his office recommended that the contract be awarded to the low bidder, McDonald Municipal and Industrial, for a total amount of \$1,052,469.00. The engineer noted that this bid was for the installation of natural gas, rather than diesel, generators. After some discussion, the Board concurred with the recommendation. With regard to the lift station no. 5 rehabilitation project, the engineer then noted that the District advertised the project, and his office recommended that the contract be awarded to CFG Industries for a total amount of \$149,700.00. The Board concurred with the recommendation.

Mr. Vogler then presented a proposal from HydroPro for the installation of units that monitor flow in the District's sanitary sewer system and assist in identifying inflow and infiltration problems in the system. Mr. Vogler recommended that HydroPro install 40 units for a cost of \$400 per unit with a rental duration of nine months. The Board agreed with this recommendation.

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. Kayla Ray 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. The Board considered a draft budget for the District's fiscal year ending June 30, 2024. The Board noted that the budget will be adopted at next month's meeting.

9. The Board then considered an Order Appointing Investment Officer. With the District's bookkeeper and investment officer, Bill Russell, retiring, Ms. Aylett stated that the Board needs to appoint a new investment officer. The attorney recommended that the Board appoint Mary Jarmon from the bookkeeper's office. Following that discussion, upon motion made, seconded, and unanimously carried, the Board approved the order as presented.

10. The Board then considered a Resolution Authorizing the Use of Surplus Funds, whereby the District would use \$214,356.17 in surplus construction funds from several prior bond sales to perform major repairs needed on 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.

11. Chase Eastland presented the financial advisor's report. In connection with that report, she presented the Preliminary Official Statement and Notice of Sale with the

Board for the proposed Series 2023 bond issue. After review, the Board unanimously approved the Preliminary Official Statement and plan of financing and the attached Resolution Authorizing the Issuance and Distribution of the Preliminary Official Statement, authorized the publication of the Notice of Sale for the 2023 Bonds, and authorized District consultants to take all necessary actions to move forward with the transaction. She noted that the sale currently is scheduled for June.

12. There were no developers' reports.

13. 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 \$533,208.88, while total current collections were \$491,548.58. The District had 92.7% 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 main blower breaker at the wastewater treatment plant failed, and a refurbished breaker has been ordered. The operator also reported that the District's annual Consumer Confidence Report has been prepared and will be made available to the District's constituents prior to the July 1 deadline.

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

14. Perry Miller presented the report from Champions Hydro-Lawn. He noted that the District's facilities are in good shape. He also reported that the Canopy Trail has been cleaned, and the repairs to the trail in Werrington Park Section 2 are complete.

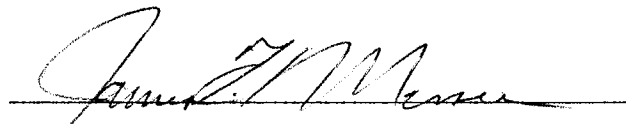
15. The attorney reported that the District is still waiting on comments from Harris County with regard to the proposed Joint Participation Agreement for the Breckenridge trail project.

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. Director Gessel provided updates on the status of various park projects. He reported that the District will host a park tour on May 18, 2023, and lunch will be provided. Several directors stated that they would be in attendance. Director Gessel then noted that June 3, 2023 is National Trails Day. Lastly, Director Gessel stated that a town hall meeting on subsidence and related issues was held at the District's Community Center last week.

18. There were no rewards for citizen information.

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

  
Secretary