

TIMBER LANE UTILITY DISTRICT
Minutes of Meeting of Board of Directors
September 14, 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 September 14, 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, Rae Delk, Mark Ivy, Monica Pena, Jeff Vogler, Mark Cervantes, Chase Eastland, Jordan Thomas, Perry Miller, Lt. Juan Flores, Sergeant Juvencio Ramos, Captain Vicente Medina, Sergeant Lindley, Sergeant Brian Norton, Larry Byrne, Eric O’Brien, Kurt Trauth, 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 were no public comments.
3. The Board then considered the minutes of the meetings held on August 10, 2023. Upon motion duly made and seconded, the Board unanimously approved the minutes of the meeting as presented.
4. Sergeant Juvencio Ramos presented a law enforcement report, copy attached. The following crime statistics were reported: five burglaries of a habitation, nine vehicle thefts, four assaults, 24 calls for family disturbances, 45 alarms, three reported runaways, five burglaries of a motor vehicle, 14 other thefts, three sexual assaults, one juvenile disturbance, 80 suspicious vehicles, two phone harassments, zero thefts of a habitation, one robbery, 13 criminal mischief calls, 62 other disturbances, 28 suspicious persons, and 757 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 98.13% collected as of the date of the report. 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 District tax rate matters. Chase Eastland presented a financial advisor's report and the Truth-in-Taxation calculations for the District's proposed 2023 tax rate. After a thorough presentation, the Board adopted the attached resolution finding the District to be a "developing district." The District further authorized publication of the 2023 proposed tax rate of \$0.82, with \$0.51 attributable to debt service and \$0.31 attributable to maintenance and operations. A public hearing will be held on the proposed rate at the next regular meeting at the District's regular meeting place.

7. Lori Aylett noted the need to update the Tax Code Section 26.18 and Government Code 2051.202 compliance document, as the Board is considering a new tax rate for 2023. The Board authorized the attorney to update the document as required by law.

8. The Board then considered an amendment to their Statement of Directors to reflect updated information with respect to the notice to purchaser required under Section 49.4521 of the Texas Water Code. Upon motion made, seconded, and unanimously carried, the Board approved the statement of directors as presented.

9. The Board considered the tax assessor-collector's contract. Ms. Aylett stated that the tax assessor-collector's contract has a yearly automatic renewal provision. After discussion, the Board elected to allow the contract to renew for another year.

10. The Board then 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. Mr. Vogler reported to the Board that they are at the point at which the Board must decide whether they would like to utilize an ultraviolet system or chlorination/de-chlorination system to treat the wastewater at the plant. After some discussion, the Board unanimously voted to proceed with a plant design that utilizes the chlorination/de-chlorination process. With regard to the District's wastewater discharge permit, the engineer noted that his office is working on a major permit amendment that would remove copper, TDS, and other testing requirements. As for the Schultz Gulley pedestrian bridge, the engineer stated that the structural engineering design is complete, and the plans have been submitted to the appropriate agencies for review. Mr. Cervantes stated that, with regard to the phase I trail in Breckenridge West, the contracts with Compact TX have been submitted for execution. Mr. Cervantes then requested presented bids for the lift station no. 1 and storm pump station no. 2 generator replacements and recommended award of the contract to McDonald Municipal & Industrial in the amount of \$380,469.00. The engineer requested authorization to advertise for bids for the next phases of the sanitary sewer cleaning and televising work, which the Board approved. Mr. Cervantes stated that design is still underway with respect to auxiliary power to the Timber Lane Community Center. Mr. Vogler also reported that he is working on the District's capital improvements plan.

Mr. Cervantes then presented and recommended payment of Pay Application No. 6 in the amount of \$34,492.50 from Division III + Constructors for their work in connection with the rehabilitation of the Cypress Terrace detention pond. Next, Mr. Cervantes presented and recommended payment of Pay Application No. 1 in the amount of \$36,000.00 from MM&I in connection with the generator projects at water plant no. 3 and list station nos. 1 and 2.

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

11. 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.

12. The Board reviewed the annual maintenance report from Municipal Risk Management Group concerning the District's compliance with federal arbitrage and rebate regulations. The District appeared to be in compliance with all current regulations. The Board also considered a proposal for the engagement of Municipal Risk Management Group to perform the arbitrage reports for several prior bond issues. After some discussion, the Board unanimously approved the proposal as presented.

13. Mark Ivy presented the operator's report, a copy of which is attached. The District served 7,628 active connections. The District's total current billing was \$630,835.62, while total current collections were \$562,805.60. The District had 92.56% water accountability. There were no excursions for the month of July.

Mark Ivy then reported on repairs and maintenance performed during the prior month, stating that the District experienced three significant water line breaks during the prior month.

Lastly, Jordan Thomas with K-3BMI, a sludge hauling company, introduced himself to the Board and presented his company's rates for sludge hauling. Mr. Ivy stated that he would like to utilize K-3BMI for the District's sludge hauling, and the District agreed with such course of action.

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 despite the hot and dry weather.

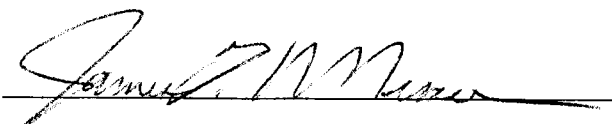
15. There were no developers' reports.

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 showed pictures from the District's recent Labor Day parade, which was a huge success. The Board then discussed the replacement of the playground equipment at Liberty Park, which recently was totally destroyed by fire. It was agreed that the Board would hold a special meeting in the near future to discuss such matter in greater detail.

18. There were no rewards for citizen information.

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


Secretary