

**NOTICE OF REGULAR MEETING
TOWNE LAKE MANAGEMENT DISTRICT**

TO: THE BOARD OF DIRECTORS OF TOWNE LAKE MANAGEMENT DISTRICT, AND TO ALL OTHER INTERESTED PERSONS:

Notice is hereby given that the Board of Directors of Towne Lake Management District will meet in regular session, open to the public, at **12:00 noon** on **WEDNESDAY, MARCH 27, 2024, at 9955 BARKER CYPRESS, SUITE 250, CYPRESS, TEXAS, 77433**. This meeting will also be conducted electronically*, as provided below. Electronic copies of the meeting materials are available at <https://www.townelakemd.com/documents> at such time as the meeting occurs or by contacting Audrey Lyons at alyons@sklaw.us.

TO ATTEND VIA ZOOM:

LINK: <https://us02web.zoom.us/j/81326723939?pwd=NmlJelj3NTh6ZWR0aWMxdXJKRHVVQT09>

Meeting ID: 813 2672 3939

Passcode: 619399

TO ATTEND VIA TELEPHONE:

Dial: 1 346 248 7799

Meeting ID: 813 2672 3939

Passcode: 619399

At the meeting the following items will be considered and acted on:

1. **Approve minutes of December 13, 2023, meeting;**
2. **Receive comments or questions from the public;**
3. **Director Matters:**
 - a) Approve Sworn Statements and Oaths of Office for Directors with new terms of office;
 - b) Reorganize Board;
 - c) Approve execution and filing of District Registration Form;
4. **Financial and administrative matters:**
 - a) Receive bookkeeping report, and authorize payment of invoices;
 - b) Receive annual request for funding from Boardwalk on Towne Lake;
 - c) Approve budget for fiscal year ending March 31, 2024;
 - d) Appoint Audit Committee and authorize preparation of audit for fiscal year ended March 31, 2023;
 - e) Discuss developer reimbursement, and take any necessary action in connection therewith;
 - f) Authorize other appropriate action;
5. **SPA Revenue Report;**
6. **Engineering Report, including:**
 - a) Authorize preparation of plans and specifications for District projects, and authorize advertisement of bids relating thereto;
 - b) Consider and approve award of contracts for construction projects;
 - c) Report on status of construction contracts, and approve pay estimates and change orders in connection therewith; and
 - d) Report on status of emergency repairs;
 - e) Consider Harris County maintenance requests, and take any necessary action related thereto;
7. **Economic development matters:**
 - a) Receive update on Boardwalk on Towne Lake marketing initiatives;
8. **Consider adjournment.**




SKLaw, Attorneys for the District

*The Board will conduct an in-person meeting at its physical meeting location with a quorum of the Board present; provided that some Board members may participate by videoconference as provided in Section 551.127, Government Code.