

TIMBER LANE UTILITY DISTRICT
Minutes of Meeting of Board of Directors
August 10, 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 August 10, 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, 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 July 13, 2023 and July 26, 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: five burglaries of a habitation, eight vehicle thefts, three assaults, 30 calls for family disturbances, 68 alarms, three reported runaways, 17 burglaries of a motor vehicle, 18 other thefts, one sexual assault, two juvenile disturbances, 48 suspicious vehicles, two phone harassments, two thefts of a habitation, zero robberies, 15 criminal mischief calls, 63 other disturbances, 26 suspicious persons, and 684 other calls. Upon unanimous vote, the Board approved the law enforcement report as presented.
5. The Board then considered renewal of its law enforcement contract. Upon motion made and unanimously carried, the Board approved the contract subject to the review and approval of the District’s attorney.

6. Monica Pena presented a tax assessor-collector's report, a copy of which is attached. The District's 2022 taxes are 97.91% collected as of the date of the report. Two wire transfers and 15 checks were presented for the Board's review and approval. Upon unanimous vote, the Board approved the tax assessor-collector's report as presented.

7. 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. As for the Schultz Gulley pedestrian bridge, the engineer stated that the structural engineering design is underway. He also stated that Harris County has stated that it will require an agreement with the District related to the construction and maintenance of that bridge. With regard to the Schultz Gulley outfall and slope repair, Mr. Cervantes reported that Harris County Flood Control District is evaluating the language of the easement to confirm that it confers the necessary rights to perform the repair. Mr. Cervantes presented the bids received for the phase I trail in Breckenridge West and recommended that the District award the contract to the low bidder, Compact TX, in the amount of \$944,418.00. He noted that the District has negotiated an agreement with Harris County, whereby they will contribute \$300,000.00 towards the project. Mr. Cervantes then requested authorization to advertise for bids for the lift station no. 1 and storm pump station no. 2 generator replacements. Mr. Cervantes stated that design is 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. 5 in the amount of \$27,505.48 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. 6 in the amount of \$130,097.70 from Principal Plant Services, Ltd. in connection with water plant no. 5. Lastly, Mr. Cervantes presented and recommended approval of Pay Application No. 1 and Final in the amount of \$156,500.00 from C.F.G. Industries, LLC in connection with the rehabilitation of lift station no. 5.

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

8. 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.

9. Mark Ivy presented the operator's report, a copy of which is attached. The District served 7,626 active connections. The District's total current billing was \$664,613.38, while total current collections were \$580,227.24. The District had 95.34% water accountability. There was one e. Coli violation at the sewage treatment plant during the month of June, but there were no violations in July.

Mark Ivy then reported on repairs and maintenance performed during the prior month, stating that his team has repaired many water line leaks caused by the extremely dry conditions.

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

10. 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.

11. Larry Byrne then gave a presentation on the HomeServe water and sewer service line warranty programs. Under the program, customers may purchase a warranty that would cover costs for failures associated with their service lines. Following the presentation, the Board thanked Mr. Byrne for his time.

12. There were no developers' reports.

13. The Board then considered a Joint Participation Agreement with Harris County for the Breckenridge trail project. The attorney confirmed that, under the proposed agreement, Harris County will contribute \$300,000.00 towards the construction of the trail. Director Gessel stated that D.R. Horton also has contributed \$75,000.00 towards the project. Upon motion duly made and seconded, the Board approved the agreement as presented.

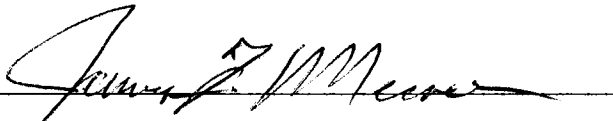
14. The Board considered an Order Adopting Rules and Regulations for District Parks, Recreational Areas and District Property, Facilities, Easements, and Rights-of-Way. Following the special meeting held last month, at which the Board discussed how their current park rules might be revised to address new issues and situations that have arisen, Ms. Aylett stated that she drafted the attached Order, which amends the District's park rules with respect to matters of motorized bikes and scooters and aggressive animals, among other things. Upon motion duly made and seconded, the Board unanimously approved the order as presented.

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

16. Director Bud Gessel presented a parks and recreational facilities report, a copy of which is attached. The Board discussed the recent RC event held on July 15, 2023, which was a great success. Director Gessel also noted that the application for a recreational trails grant was submitted on August 1, 2023. The Board also considered issuance of a reward to a person who reported the theft of a water meter and water on Ciderwood. The Board agreed to issue a \$500.00 reward.

17. There were no rewards for citizen information.

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


Secretary