

TIMBER LANE UTILITY DISTRICT
Minutes of Meeting of Board of Directors
January 11, 2024

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 January 11, 2024 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, Mark Ivy, Rae Delk, Monica Pena, Jeff Vogler, Mark Cervantes, Greg Lentz, Jared Welsh, Perry Miller, Lt. Juan Flores, Sergeant Juvencio Ramos, Captain Vicente Medina, Sergeant Lindley, Sergeant Brian Norton, Eric O’Brien, Kurt Trauth, Paulette Scott, J.D. Williams, Sharlene Williams, 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 December 14, 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: four burglaries of a habitation, seven vehicle thefts, four assaults, 19 calls for family disturbances, 54 alarms, six reported runaways, 25 burglaries of a motor vehicle, 14 other thefts, one sexual assault, three juvenile disturbances, 49 suspicious vehicles, one phone harassment, zero thefts of a habitation, one robbery, seven criminal mischief calls, 33 other disturbances, 30 suspicious persons, and 902 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 2023 taxes are 10.24% collected as of the date of the report. Two wire transfers and 21 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. There was presented the attached Order Levying Additional Penalty for Delinquent Taxes. The order levies a 20% penalty on 2023 delinquent taxes for business

personal property on April 1, 2024 and for real property on July 1, 2024. Upon motion duly made, seconded, and unanimously carried, the Order was adopted as presented.

7. The Board discussed 2024 residence homestead exemptions. After a brief discussion, the Board tabled the matter and requested that Greg Lentz, the District's financial advisor, attend the next meeting to provide recommendations on the exemptions offered.

8. The Board then considered an engineer's report, copy attached. Mark Cervantes reported on the status of several District engineering matters. Design of the wastewater treatment plant expansion continues. With regard to the District's wastewater discharge permit, the engineer confirmed that the testing needed in connection with the application for the major permit amendment is underway. As for the Schultz Gulley pedestrian bridge, the engineer reported that Harris County Flood Control District is requiring the geotechnical report to be modified to meet their standards. Mr. Cervantes stated that the contracts for the recoating of the Schultz Gulley sanitary crossings have been circulated for execution. The engineer also stated that the contracts for the Timber Lane Community Center auxiliary power project have been circulated for execution.

Mr. Cervantes then discussed ongoing construction projects in the District. He presented and recommended payment of Pay Application No. 1 in the amount of \$246,285.00 to Compact TX for their work in connection with phase 1 of the Breckenridge West trail.

Mr. Vogler then presented and recommended payment of Pay Application No. 7 in the amount of \$730,807.29 to Principal Services for their work in connection with water plant no. 5.

The engineer also discussed a variety of other matters, including the bidding and commencement of the Treaschwig Road expansion project. Mr. Vogler stated that the District received an invoice in the amount of \$55,937.58 for their portion of that project, and he recommended approval of same.

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

9. 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.

10. Mark Ivy presented the operator's report, a copy of which is attached. The District served 7,624 active connections. The District's total current billing was \$455,682.94, while total current collections were \$508,086.98. The District had 92.05% water accountability. There were no excursions for the month of November.

Mark Ivy reported on repairs and maintenance performed during the prior month.

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

11. Perry Miller presented the report from Champions Hydro-Lawn. He noted that the District's facilities are in good shape.

12. The Board discussed a Resolution Authorizing Application to the Texas Parks and Wildlife Department for grant money to be used to fund additional District park facilities. Upon motion duly made and seconded, the Board unanimously approved the resolution as presented.

13. The Board discussed Texas Tax Code Section 26.18 compliance. The attorney advised that pursuant to a law passed several years ago, the District is required to make certain information about the District available on a publicly accessible website. The information includes names and contact information for directors of the District, the current budget and prior two years' budgets, a comparison by dollar amount and percentage of the current budget to the prior year's budget, the current and prior two years' debt service and maintenance tax rates, the proposed current year tax rate, and the current audit. The document will be required to be amended several times of the year after the adoption of the budget, proposal and levy of the tax rate, and approval of the audit. Since the District has begun a new tax year, the document must be amended. Upon unanimous vote, the Board approved the Tax Code 26.18 compliance document and authorized the attorney to make it available on the District's website as required by law.

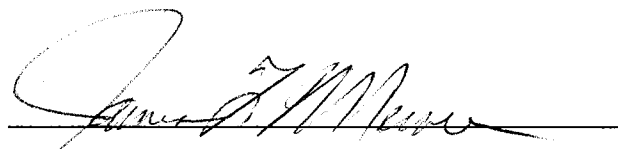
14. There were no developers' reports.

15. There were no hearings on violations of District rules. However, there was some discussion of new unlawful trespasses upon and damage to District property by Mr. Kyler Correia. Following that discussion, the Board requested that the attorney issue a notice of violation to Mr. Correia stating that a hearing will be held on such violation at the District's February 8, 2024 meeting.

16. Director Bud Gessel presented a parks and recreational facilities report, a copy of which is attached. Director Gessel then stated that a dedication for the new playground equipment at Liberty Park is schedule for February 2, 2024. In connection with that discussion, Director Gessel presented bids for several additional items at the park, including the replacement of the fence and the canopy. Director Gessel stated that he was working to obtain additional bids for the installation of landscaping. With regard to Herman Little Park, Director Gessel is in the process of obtaining quotes for the installation of new decking and fencing. Jeremy Schoech with the Eric Priska Boy Scout Troop 355 then presented a project for the installation of a volleyball court at the Community Center. The Board asked Mr. Schoech several questions regarding potential drainage issues at the proposed location. After some discussion, the Board agreed to fund the project provided that a proper location can be identified.

17. There were no rewards for citizen information.

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


Secretary