

TIMBER LANE UTILITY DISTRICT
Minutes of Meeting of Board of Directors
February 8, 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 February 8, 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, Kurt Trauth, Paulette Scott, J.D. Williams, and Jennifer B. Seipel.

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. Under public comments, Paulette Scott raised several issues observed in the District.
3. The Board then considered the minutes of the meetings held on January 11, 2024 and January 29, 2024. 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, three vehicle thefts, six assaults, 26 calls for family disturbances, 41 alarms, two reported runaways, eight burglaries of a motor vehicle, 22 other thefts, one sexual assault, three juvenile disturbances, 30 suspicious vehicles, two phone harassments, zero thefts of a habitation, two robberies, ten criminal mischief calls, 42 other disturbances, 40 suspicious persons, and 994 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 81.63% collected as of the date of the report. Two wire transfers and eight 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 discussed its 2024 tax exemptions. Greg Lentz, the District's financial advisor, presented a detailed analysis and offered recommendations as to the amount of exemptions that the District could afford to offer. Specifically, Mr. Lentz stated that the District could afford to provide a residential homestead exemption in the amount of 5% and could increase its over 65/disabled exemption to \$40,000. Following that discussion, upon motion duly made and seconded, the Board elected to adopt a 5% residential homestead exemption and a \$40,000 exemption for residents over 65 and/or disabled.

7. There was presented the attached Resolution Authorizing Challenge to the Appraisal Roll. Ms. Seipel noted that the preliminary tax roll is released in May, and the tax assessor has a limited amount of time to review the roll and challenge any errors or omissions that are found. The tax assessor should be authorized to make such challenges on the District's behalf. Upon unanimous vote, the Board approved the resolution as presented.

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 has been received. As for the Schultz Gulley pedestrian bridge, the engineer reported that Harris County Flood Control District is waiting on the revised geotechnical report. Mr. Cervantes stated that the contracts for the water plant no. 4 ground storage tank rehabilitation project have been circulated for execution. Mr. Cervantes also requested authorization to prepare a summary of costs for a recreation bond application.

Mr. Cervantes then discussed ongoing construction projects in the District. He presented and recommended payment of Pay Application Nos. 8 and 9 in the respective amounts of \$394,873.70 and \$150,192.75 to Principal Services for their work in connection with the construction of water plant no. 5.

Mr. Cervantes then presented and recommended payment of Pay Application No. 2 in the amount of \$147,159.00 to Compact TX for their work in connection with the Breckenridge West, phase I trail project.

Mr. Cervantes also noted that the District is awaiting delivery of the generator for the community center building.

The engineer also discussed a variety of other matters, including the bidding and commencement of the Treaschwig Road expansion project, the Sandpiper drainage project, and the plans for the Serano tract.

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 \$467,821.05,

while total current collections were \$509,099.92. The District had 91.40% water accountability. There were no excursions for the month of December.

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. He also presented a proposal in the amount of \$8,252.30 for repairs to District soccer fields and other items at Liberty Park. The Board unanimously approved the proposal as presented.

12. The Board then considered a Resolution Authorizing the Use of Surplus Funds, whereby the District would use \$151,674.83 in surplus construction funds from several prior bond sales to perform major repairs needed on the District's water main replacement portion of the HCED Treaschwig Road, Segment A-1 project. 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.

13. The attorney for the District discussed with the Board the requirements of Senate Bill 625. The law requires districts to annually provide certain records and information concerning the District's finances and tax rates to the Texas Comptroller of Public Accounts. The comptroller has created a special information database on their website, where the information will be assembled, updated, and made available to the public free of charge. The required information already is publicly available in other places, but the law requires submission of the information to the comptroller. The information includes the name of the District, the names of the Board members, any employees, addresses, websites if applicable, names of certain consultants, the total amount of bonds authorized by District voters, the aggregate principal amount of bonds issued, the tax rate, and audited financial information. Upon unanimous vote, the Board authorized the attorney to prepare and file the required report by the April 1, 2024 deadline.

14. With regard to the status of the District's lead service line inventory, the operator and engineer confirmed that their office is working to complete the required reporting by the October 2024 deadline.

15. The Board then considered a Resolution Expressing Official Intent to Reimburse Costs of Certain Development Projects, including among other items, a generator at the community center. Subject to that discussion, upon motion duly made and seconded, the Board approved the resolution as presented.

16. There was presented the attached Order for Election of Directors. The attorney noted that if an election were required to be held, it would be held on the uniform election date of Saturday, May 4, 2024. Upon unanimous vote, the Board adopted the Order as presented.

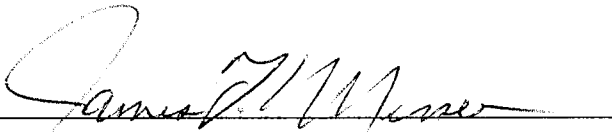
17. There were no developers' reports.

18. There were no hearings on violations of District rules. However, Ms. Seipel confirmed that the notice of assessment of penalties was sent to Mr. Correia following the January 29, 2024 hearing.

19. 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 scheduled for late March. In connection with that discussion, Director Gessel stated that the new playground is experiencing a high volume of use. The Board expressed their satisfaction with such update. After some discussion, the Board approved the parks report as presented.

20. There were no rewards for citizen information.

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


Secretary