

TIMBER LANE UTILITY DISTRICT
Minutes of Meeting of Board of Directors
May 9, 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 May 9, 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, Perry Miller, Lt. Juan Flores, Sergeant Juvencio Ramos, Captain Vicente Medina, Sergeant Lindley, Sergeant Brian Norton, Kurt Trauth, Paulette Scott, J.D. Williams, Eric O’Brien, 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. Under public comment, Ms. Scott thanked the Board for their service.
3. The Board then considered the minutes of the meetings held on April 11, 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: one burglary of a habitation, three vehicle thefts, zero assaults, 23 calls for family disturbances, 39 alarms, four reported runaways, seven burglaries of a motor vehicle, 20 other thefts, one sexual assault, three juvenile disturbances, 48 suspicious vehicles, one phone harassment, zero thefts of a habitation, zero robberies, 15 criminal mischief calls, 50 other disturbances, 43 suspicious persons, and 842 other calls. Upon unanimous vote, the Board approved the law enforcement report as presented.
5. The Board President executed certificates of election indicating that Daniel Meacham and A.F. “Bud” Gessel were elected without opposition, and the Board accepted the certificates of election as presented. The Directors presented their statements of officer, letter of qualifications, and oaths of office. They also completed conflict of interest disclosure statements and received a memorandum regarding completion of required open meetings and public

information act training. Upon unanimous vote, the Board accepted the oaths of office of Directors Meacham and Gessel as presented.

6. The Board then considered the election of officers. The Board voted to maintain the current slate of officers without changes.

7. The attorney noted that, in compliance with Section 26.18 of the Tax Code and Section 2051.202 of the Government Code, the District's online postings will be modified to reflect the re-election of the above-mentioned directors to their new terms.

8. Monica Pena presented a tax assessor-collector's report, a copy of which is attached. The District's 2023 taxes are 96.88% collected as of the date of the report. Two wire transfers and 29 checks were presented for the Board's review and approval. Upon unanimous vote, the Board approved the tax assessor-collector's report as presented.

9. 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 was submitted to the Texas Commission on Environmental Quality. As for the Schultz Gulley pedestrian bridge, the engineer reported that Harris County Flood Control District is conducting studies for the new proposed bridge location. With regard to the Schultz Gulley outfall repair, the contractor for Harris County Flood Control District mobilized this week. As for phase 4 of the District's ongoing sanitary sewer rehabilitation work, Mr. Cervantes recommended award of the contract to the low bidder, Pipe View, LLC, in the amount of \$24,060.44. Mr. Cervantes also requested authorization to solicit bids for phase 5 of the sanitary sewer rehabilitation project.

Mr. Cervantes then discussed ongoing construction projects in the District. He presented and recommended payment of Pay Application No. 12 in the amount of \$143,339.55 to Principal Services for their work in connection with the construction of water plant no. 5.

Mr. Cervantes presented and recommended payment of Pay Application No. 1 in the amount of \$4,500.00 to McDonald Municipal for their work in connection with the generator for the Community Center.

The engineer presented and recommended payment of Pay Application No. 1 and Final in the amount of \$124,984.00 to Aquastore for their work in connection with the water plant no. 4 ground storage tank rehabilitation project.

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 Serrano tract.

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

10. 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.

11. The Board then reviewed a draft budget for its fiscal year ending on June 30, 2025. After some discussion, it was noted that approval of the budget will be placed on the June agenda.

12. 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 \$466,240.23, while total current collections were \$465,154.75. The District had 92.90% water accountability. There was one excursion for e. Coli for the month of March.

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

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

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

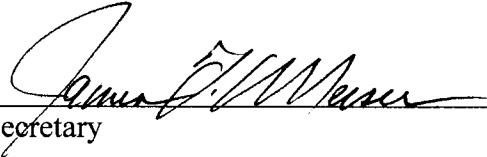
14. There were no developers' reports.

15. There were no hearings on violations of District rules.

16. Director Bud Gessel presented a parks and recreational facilities report, a copy of which is attached. Director Gessel discussed several ongoing projects, including installation of a generator at the Community Center and projects in Sandpiper Park. Director Gessel also discussed a new trespass onto the District's park property along Casper Lane in Herman Little Park. The matter is under further investigation. After some discussion, the Board approved the parks report as presented.

17. There were no rewards for citizen information.

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


Secretary