

TIMBER LANE UTILITY DISTRICT
Minutes of Meeting of Board of Directors
October 10, 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 October 10, 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
Eric Langstaff, Director

and the following was absent:

A.F. “Bud” Gessel, Assistant Secretary

Also present were Kayla Ray, Rae Delk, Monica Pena, Jeff Vogler, Greg Lentz, Mark Cervantes, Jon Durnell, Perry Miller, Lt. Juan Flores, Sergeant Juvencio Ramos, Captain Vicente Medina, Sergeant Lindley, Sergeant Brian Norton, Larry Byrne, 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 September 12, 2024. Upon motion duly made and seconded, the Board unanimously approved the minutes of the meeting as presented.
4. Sergeant Juvencio Ramos presented a law enforcement report, copy attached. The following crime statistics were reported: two burglaries of a habitation, three vehicle thefts, two assaults, 28 calls for family disturbances, 31 alarms, one reported runaway, 14 burglaries of a motor vehicle, eleven other thefts, zero sexual assaults, one juvenile disturbance, 59 suspicious vehicles, three phone harassments, four thefts of a habitation, zero robberies, ten criminal mischief calls, 70 other disturbances, 37 suspicious persons, and 1,043 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 2022 taxes are 98.52% collected as of the date of the report. Two wire transfers and twelve 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 tax assessor-collector confirmed publication of a notice of hearing regarding a proposed tax rate. The proposed tax rate was \$0.81 per \$100 assessed valuation. The chair opened the meeting for public comment. Receiving no comments, the Board closed the public hearing.

7. There was presented the attached Order Setting Tax Rate, Approving Tax Roll, and Levying Debt Service Tax and Maintenance and Operation Tax for the Year 2024. Upon unanimous vote, the Board approved said order, which reflects a tax rate of \$0.51 attributable to debt service and \$0.30 attributable to maintenance and operations.

8. There was then presented the Amendment to Statement of Directors Furnishing Information Required by Section 49.455(b), Texas Water Code, as Amended. The attorney noted that the Amendment to Statement of Directors is filed in the real property records of Harris County and informs property owners in the District that they are located in a water district and what the current tax rate is. Upon motion duly made, seconded and unanimously carried, the Board voted to adopt the amendment as presented, authorized its execution by all directors present, and authorized the attorney to file the document as required by law.

9. Jon Durnell gave an audit report for the fiscal year ended June 30, 2024. The auditor noted that his firm was issuing an unmodified or “clean” opinion; in other words, the financial statements present fairly, in all material respects, the respective financial position of the District’s funds and governmental activities. The Board reviewed the audit in some detail. Upon unanimous vote, the Board approved the audit of the District’s books and records for the fiscal year ended June 30, 2024 and authorized its filing, as required by law.

10. There was presented the attached Resolution Affirming Review of Investment Policy, Strategies and Objectives and broker list. The attorney noted that pursuant to the Public Funds Investment Act, the District is annually required to review its investment policy to assure its compliance with Texas law. The attorney recommended no revisions at this time to the investment policy, and the auditor's report noted no deficiencies with respect to how the District's investments are handled. Upon unanimous vote, the Board adopted the resolution as presented.

11. The Board noted the necessity to authorize preparation of continuing disclosure documents. The attorney noted that the District is required by federal securities law to update certain financial information that would be of interest to bondholders of the District. Upon unanimous vote, the Board authorized the consultants to prepare and file the necessary continuing disclosure.

12. The Board considered review of the District’s investments for compliance with Senate Bill 253. The attorney reminded the Board that Senate Bill 253 prohibits the District from investing with entities that support terrorist organizations. The District’s investment officer, Mary Jarmon, periodically reviews a list of such entities that is prepared by the Texas Comptroller of Public Accounts and made available on their website and confirmed that the District’s investments comply with the law.

13. Lori Aylett noted the need to update the Tax Code Section 26.18 and Government Code 2051.202 compliance document, as the Board has adopted a new tax rate for

2024 and approved its audit for the fiscal year ending on June 30, 2024. The Board authorized the attorney to update the document as required by law.

14. There was no financial advisor's report.

15. The Board then considered an engineer's report, copy attached. Mark Cervantes reported on the status of several District engineering matters. The engineer stated that the plans for the wastewater treatment plant expansion were submitted to the requisite agencies for review, and his office is addressing final comments received. With regard to the District's wastewater discharge permit, the engineer stated that he is still waiting on technical review comments from the TCEQ. As for the Schultz Gulley pedestrian bridge, the engineer reported that the plans remain under review of the County and Harris County Flood Control District. Mr. Cervantes also met with representatives from Harris County Precinct No. 3 to discuss plans for the bridge.

Mr. Cervantes then discussed ongoing construction projects in the District. He presented and recommended payment of Pay Application No. 17 in the amount of \$130,099.00 to Principal Services for their work in connection with the construction of water plant no. 5.

The engineer presented and recommended payment of Pay Application No. 3 in the amount of \$104,500.00 to McDonald Municipal for their work in connection with the installation of a new generator at lift station no. 1 and storm pump station no. 2.

Mr. Cervantes presented and recommended payment of Pay Application No. 7 in the amount of \$32,400.00 to Compact TX for their work in connection with the hike and bike trails in Breckenridge West.

The engineer presented and recommended payment of Pay Application No. 4 and Final in the amount of \$18,823.45 to McDonald Municipal for their work in connection with the installation of a generator at the Timber Lane Community Center.

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

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

16. The Board tabled consideration of the Interlocal Agreement with the Harris County Flood Control District.

17. 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.

18. Rae Delk 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 \$532,601.70, while total current collections were \$538,345.76. The District had 91.30% water accountability. There were two excursions for the month of August for e coli.

Ms. Delk then reported on repairs and maintenance performed during the prior month.

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

19. The Board considered an amendment to the operator's contract. The amendment reflected addition of billing rates for a vactor truck and other new equipment. Upon motion made and seconded, the Board unanimously approved the operator's contract as presented.

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

21. There were no developers' reports.

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

23. The Board considered the parks and recreational facilities report prepared by Director Gessel, a copy of which is attached.

24. There were no rewards for citizen information.

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


Secretary