

TIMBER LANE UTILITY DISTRICT
Minutes of Meeting of Board of Directors
November 14, 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 November 14, 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, Monica Pena, Jeff Vogler, Mark Cervantes, Jared Welsh, Perry Miller, Lt. Juan Flores, Sergeant Juvencio Ramos, Captain Vicente Medina, Sergeant Lindley, Sergeant Brian Norton, Larry Byrne, Eric O’Brien, Kurt Trauth, Paulette Scott, 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 comments, a representative from the Park Springs HOA asked whether the District’s constables would provide assistance during their upcoming winter festival. The constables agreed to do so. The representative also inquired about procedures related to reservation of park facilities. Director Gessel provided her with his contact information.
3. The Board then considered the minutes of the meetings held on October 8, 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: zero burglaries of a habitation, two vehicle thefts, six assaults, 16 calls for family disturbances, 40 alarms, three reported runaways, nine burglaries of a motor vehicle, twelve other thefts, one sexual assault, one juvenile disturbance, 34 suspicious vehicles, zero phone harassments, zero thefts of a habitation, zero robberies, 13 criminal mischief calls, 57 other disturbances, 32 suspicious persons, and 1,066 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 98.73% collected as of the date of the report. One wire transfer and ten 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. Jared Welsh presented the financial advisor's report. He reported that the District advertised for bids for sale of the \$2,500,000 Unlimited Tax Bonds, Series 2024. The District received seven bids with the lowest bid from Raymond James with a net effective interest rate of 4.101486%. The low bidder elected to use Assured Guaranty to insure the Bonds. Mr. Welsh recommended that the bonds be sold to Raymond James. Upon unanimous vote, the Board adopted the Order Awarding Sale of Series 2024 Bonds to Raymond James, which Order is attached to the minutes. Upon unanimous vote, the Board adopted the Bond Order for Series 2024 Bonds, which Order is attached to the minutes. It was mentioned that a Paying Agent/Registrar Agreement is required for each issuance of District bonds. Upon unanimous vote, the Board approved and authorized execution of a Paying Agent/Registrar Agreement with Zions Bancorporation, National Association, Amegy Bank Division for the Series 2024 Bonds. Mr. Welsh described actions that will be taken to prepare and distribute the Official Statement for the Series 2024 Bonds. After discussion, upon unanimous vote, the Board approved the Official Statement for the Series 2024 Bonds and authorized issuance and distribution of the Official Statement as required by law. The attorney noted that there would be several certificates, resolutions, orders, and documents necessary to secure the approval, registration and delivery of the Series 2024 Bonds. Upon unanimous vote, the Board authorized the President, Vice President, Secretary, and consultants to take all such actions necessary to secure approval, registration, and delivery of the Series 2024 Bonds.

7. The Board considered an engineer's report, copy attached. Mark Cervantes reported on the status of several District engineering matters. The engineer requested authorization to advertise for bids for the construction of the wastewater treatment plant expansion. 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 then discussed ongoing construction projects in the District. He stated that work continues on a variety of projects, including the construction of water plant no. 5, the installation of generators at lift station no. 1 and storm pump station no. 2, and construction of the Breckenridge West hike and bike trails. No pay applications for these projects were presented this month.

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 potential annexation of property at 23214 Aldine Westfield Road.

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

8. The Board then considered a draft of the Interlocal Agreement with the Harris County Flood Control District. Ms. Aylett stated that she is scheduled to meet with Harris County Flood Control District representatives next week and recommended that the Board approve the agreement subject to finalization. Upon motion duly made, seconded, and unanimously carried, the Board approved the agreement subject to final review and comment by the attorney, engineer, and Parks General Manager.

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 \$483,338.82, while total current collections were \$560,914.10. The District had 94.75% water accountability. There were no excursions for the month of October.

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 noted that the City of Houston typically releases the list of businesses for Strategic Partnership Agreement collections in late December, and the District has a limited amount of time to review them. In the past, the District's bookkeeper has performed the analysis on the District's behalf, and the Board agreed to authorize Myrtle Cruz, Inc. to perform the annual review of the list of businesses.

13. The Board considered renewal of insurance coverages. After discussion, upon unanimous vote, the Board approved renewal of its property, boiler and machinery, cyber liability, workers' compensation, general liability with law enforcement, pollution, cleanup and excess liability, non-owned automobile liability, directors and officers liability and employment practices liability, directors and officers bond, peace officer bond, public employee blanket bond, business travel and national flood insurance (NFIP) as presented.

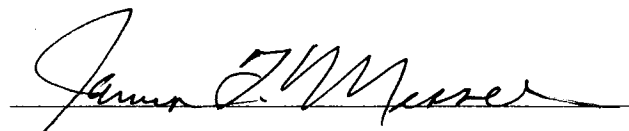
14. The Board considered a Resolution Affirming Covered Applications and Prohibited Technology Policy, which prohibits computers, tablets, and similar equipment used for District business from having certain applications such as TikTok. Upon motion made, seconded, and unanimously carried, the Board approved the order as presented.

15. There were no developers' reports.

16. Director Bud Gessel presented a parks and recreational facilities report, a copy of which is attached. Director Gessel noted that the Timber Lane Community Center was used as a polling location for the November general election. Director Gessel also stated that the District hosted a Veteran's Day event on Monday, and it was a success. He also stated that the District recently applied for a parks master plan award.

17. There were no rewards for citizen information.

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


Secretary