

TIMBER LANE UTILITY DISTRICT
Minutes of Meeting of Board of Directors
December 12, 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 December 12, 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, 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 November 14, 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: one burglary of a habitation, four vehicle thefts, two assaults, 23 calls for family disturbances, 35 alarms, zero reported runaways, eight burglaries of a motor vehicle, ten other thefts, two sexual assaults, four juvenile disturbances, 75 suspicious vehicles, two phone harassments, six thefts of a habitation, zero robberies, five criminal mischief calls, 73 other disturbances, 42 suspicious persons, and 658 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 2024 taxes are 2.60% collected as of the date of the report. Two wire transfers 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 \$2,500,000 Unlimited Tax Bonds, Series 2024 is scheduled to close in a few days.

7. The Board then considered an Amendment to Statement of Directors Furnishing Information Required by Section 49.455(b), Texas Water Code, as Amended. The attorney noted that the District had completed the issuance of its Series 2024 Bonds, and therefore the amount of issued debt had changed. This triggers the need to amend the statement of directors. Upon motion duly made, seconded, the Board voted unanimously to approve the amendment to statement of directors as presented. The attorney was authorized to file the document in the real property records of Harris County.

8. The Board considered an engineer's report, copy attached. Mark Cervantes reported on the status of several District engineering matters. The engineer stated that he is preparing the bid documents 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. As for the hike and bike trail around Park Spring detention pond no. 6, Mr. Cervantes presented bids and recommended award of the project to DL Meacham in the amount of \$381,853.27. It was noted that such company has no relation to Director Meacham.

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. He presented and recommended approval of Pay Application No. 18 in the amount of \$279,483.26 to Principal Services for their work on water plant no. 5. He also presented and recommended approval of Pay Application No. 8 in the amount of \$31,500.00 to Compact TX for their work on phase one of the Breckenridge West hike and bike trail.

The engineer discussed a variety of other matters, including the 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.

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 7,625 active connections. The District's total current billing was \$458,140.90, while total current collections were \$512,451.17. The District had 94.38% water accountability. There was one excursion for the month of September.

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. There were no developers' reports.

13. Lori Aylett reported that pursuant to Texas law, all entities with the power of eminent domain must annually submit certain information to the Texas Comptroller. The District will be required to submit not later than February 1st of each year a report containing records and other information needed for the Controller's eminent domain database, including the following: (i) name, (ii) address and public contact information, (iii) the name of a representative and their contact information, (iv) the type of entity, (v) each provision of law that grants the District eminent domain authority, (vi) the focus or scope of eminent domain authority, (vii) the earliest date on which the District had the authority to exercise eminent domain, (viii) the District's taxpayer identification number, if any, (ix) whether the District exercised its eminent domain authority in the preceding calendar year by filing a condemnation petition, and (x) the District's website address or, if it does not have one, the contact information to enable a member of the public to obtain information from the District. The attorney requested that the Board authorize her office to file the annual report with the Texas State Comptroller not later than the February 1, 2025 deadline. Upon unanimous vote, the Board authorized the attorney to make the submission as required by law.

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

15. Director Bud Gessel presented a parks and recreational facilities report, a copy of which is attached. Director Gessel noted that

16. There were no rewards for citizen information.

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


Secretary