

**TIMBER LANE UTILITY DISTRICT**  
Minutes of Meeting of Board of Directors  
February 13, 2025

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 13, 2025 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 Barry Hards Kayla Ray, Mark Ivy, Rae Delk, Monica Pena, Mark Cervantes, Jeff Vogler, Perry Miller, Lt. Juan Flores, Sergeant Juvencio Ramos, Captain Vicente Medina, Sergeant Lindley, Sergeant Brian Norton, Eric O’Brien, Kurt Trauth, Paulette Scott, J.D. Williams, Douglas C. McNiell, 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, Barry Hards of TGS Landscaping presented his landscaping services to the Board. The Board thanked Mr. Hards for the presentation.
3. The Board then considered the minutes of the meetings held on January 9, 2025. 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, two vehicle thefts, five assaults, 20 calls for family disturbances, 30 alarms, one reported runaway, eight burglaries of a motor vehicle, ten other thefts, one sexual assault, one juvenile disturbances, 56 suspicious vehicles, one phone harassment, one thefts of a habitation, zero robberies, 12 criminal mischief calls, 64 other disturbances, 34 suspicious persons, and 1,019 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 99.73% 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. There was presented the attached Resolution Authorizing Challenge to the Appraisal Roll. Ms. Aylett 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.

7. The Board then considered an engineer's report, copy attached. Mark Cervantes reported on the status of several District engineering matters. Bids for the wastewater treatment plant expansion are due March 7, 2025. As for the Schultz Gulley pedestrian bridge, the engineer reported that the District has received the signed Interlocal Agreement from Harris County Flood Control District.

Mr. Cervantes then discussed ongoing construction projects in the District. He presented Pay Application No. 7 and Final to McDonald Municipal in the amount of \$69,223.45 for Water Plant No. 3 and Lift Station Nos. 2 & 7 Generators; Pay Application No. 4 and Final to McDonald Municipal in the amount of \$42,023.45 for Lift Station 1 & Storm Pump Station No. 2 Generator Replacement; Pay Application No. 1 and Final to Pipe View America in the amount of \$22,158.82 for Sanitary Sewer Rehabilitation C&TV Phase 4 (Treehouse Lift Station to WWTF); and Pay Application No. 1 to Aims Companies in the amount of \$41,543.30 for Sanitary Sewer Rehabilitation C&TV Phase 5 (Cypress Trails).

Jeff Vogler then gave an update on the emergency Water Well No. 3 rehabilitation project. The pump experienced a catastrophic failure. Mr. Vogler recommended that the Board award the contract for the rehabilitation project to C&C Water Services in the amount of \$242,162, which includes a \$42,690 Induction Survey. The attorney and the engineer noted that this project will require approval from the Texas Commission on Environmental Quality ("TCEQ") to allow the project to be awarded by negotiated bid on an emergency basis. The engineer will submit the proper emergency application to the TCEQ. After discussion, upon unanimous vote, the Board awarded the Water Well No. 3 rehab project to C&C Water Services.

The engineer also discussed a variety of other matters, including the bidding and commencement of the Treaschwig Road expansion project; the Expedia Towing Annexation request; and DR Horton request for additional reimbursement from Breckenridge West.

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

8. 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.

9. 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 \$428,039.43, while total collections were \$440,627.80 for the prior period. The District had 91.12% water accountability. There was one excursion for e coli in the month of December due to excessive rainfall.

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

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

10. Perry Miller presented the report from Champions Hydro-Lawn. He noted that the District's facilities are in good shape. He presented three proposals, one for removal of seven fallen trees at Trails Channel in the amount of \$2,660; the second for the removal of five fallen trees at Breckenridge West in the amount of \$3,400; and the third for removal of fallen trees at Sandpiper Pond in the amount of \$5,180. The Board discussed whether it was more cost effective to haul the trees away or to chip them. Upon unanimous vote, the Board approved the three proposals for tree removal subject to evaluation on whether the trees should be hauled away or chipped on site.

11. There were no developers' reports.

12. 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, 2025 deadline.

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

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

15. There were no rewards for citizen information.

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

  
Secretary