

**TIMBER LANE UTILITY DISTRICT**  
Minutes of Meeting of Board of Directors  
December 11, 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 November 13, 2025 in accordance with the duly posted notice of the meeting, with a quorum of Directors present, as follows:

Robert B. Schenck, Vice President  
James F. Messer, Secretary  
A.F. "Bud" Gessel, Assistant Secretary  
Eric Langstaff, Director

and the following was absent:

Daniel M. Meacham, President

Also present were Kimberly Russell, Kayla Ray, Mark Ivy, Rae Delk, Jacklyn Smith, Jeff Vogler, Mark Cervantes, Perry Miller, Lt. Juan Flores, Sergeant L. Alejo, Kurt Trauth, Paulette Scott, J.D. Williams, Jennifer B. Seipel, and Lori G. Aylett.

The Vice 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. The Chair opened the floor for public comment. None was received.
3. The Board then considered the minutes of the meeting held on November 13, 2025. Upon motion duly made and seconded, the Board unanimously approved the minutes of the meeting as presented.
4. Sergeant Luis Alejo presented a law enforcement report, copy attached. The following crime statistics were reported: zero burglaries of a habitation, two vehicle thefts, two assaults, 28 calls for family disturbances, 36 alarms, four reported runaways, five burglaries of a motor vehicle, 19 other thefts, one sexual assault, two juvenile disturbances, 29 suspicious vehicles, zero phone harassments, one theft of a habitation, one robbery, four criminal mischief calls, two other disturbances, 34 suspicious persons, and 968 other calls. Upon unanimous vote, the Board approved the law enforcement report as presented.
5. Jaclyn Smith presented a tax assessor-collector's report, a copy of which is attached. The District's 2024 taxes are 99.03% collected as of the date of the report, while 2025 taxes collected were 3.12%. Two wire transfers and 18 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 Board then considered an engineer's report, copy attached. Mark Cervantes reported on the status of several District engineering matters. With regard to the Schultz Gulley pedestrian bridge, the engineer noted that the contract will not be awarded due to changes in Harris County Precinct No. 3's trail plan. As for the Birnamwood sidewalks, the project is still waiting to be bid by Harris County. Mr. Cervantes then requested authorization to prepare bid documents for phase five of the sanitary sewer rehabilitation project in Cypress Trails. Mr. Cervantes stated that the bids for the non-electrical repairs at lift station nos. 1, 2, 3, 5, and 6 were received today, and the engineer recommends award of the contract to Sustanite in the amount of \$412,000.00. The engineer also stated that design of the new pickle ball courts is underway.

Mr. Cervantes then discussed ongoing construction projects in the District. With regard to the expansion of wastewater treatment plant, the engineer presented and recommended approval of Pay Application No. 6 in the amount of \$280,890.00 to C3 Construction.

With regard to the Breckenridge West hike and bike trails, phase 2, the engineer presented and recommended approval of Pay Application No. 1 in the amount of \$108,714.65 to Scope Twenty-Eight.

No pay applications were submitted in connection with the televising of Timber Lane sections 1, 2, 4, 6 and 8.

The engineer discussed a variety of other matters. The Treaschwig Road expansion project continues. Mr. Cervantes stated that the attorney is preparing the consent application for the annexation of the Expedia Towing tract. The engineer also discussed Harris County Precinct No. 3's call for sidewalk projects in areas in need, noting that the District is awaiting receipt of the interlocal agreement for the cost-sharing to construct sidewalks between Walmart and the entrance to Park Springs.

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

7. 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.

8. Mark Ivy presented the operator's report, a copy of which is attached. The District served 7,628 active connections. The District's total current billing was \$465,394.50, while total current collections were \$524,116.00. The District had 91.56% water accountability. The operator stated that there was one e coli violation for October, and in November, there were four days in which levels were above the daily maximum. Three of those days were just prior to the quarterly maintenance and bulb change-out, and the operator accelerated the work, after which levels were lowered.

Mr. Ivy reported on repairs and maintenance performed during the prior month. The operator is working well with the contractor for the wastewater treatment plant expansion.

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

9. The Board then reviewed its Rate Order and Rate Fee Schedule. The operator recommended that the Board amend the Rate Fee Schedule to reflect changes in charges for certain service and tap inspections, delinquent notices, reconnections, and failures to timely pay bills. After discussion, the Board unanimously approved the amended Rate Fee Schedule as presented.

10. Perry Miller presented the report from Champions Hydro-Lawn. He noted that the District's facilities are in good shape. Mr. Miller also presented a proposal for sinkhole repair in the amount of \$9,085, which the Board approved.

11. There were no developers' reports.

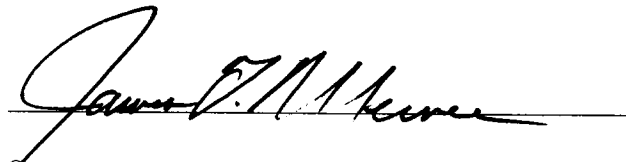
12. The Board considered the engineering contract. The engineer requested that the Board approve a new fee schedule and update the terms and conditions of the contract. The attorney stated that she has some questions regarding the agreement terms and recommended that the Board table the contract for further discussion next month. The Board agreed to do so but approved the new fee schedule, effective January 1, 2026.

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

14. The Board considered the parks and recreational facilities report prepared by Director Gessel, a copy of which is attached. The Board discussed the temporary use of the community center by a church organization, deciding that they may use the center for an additional two months.

15. There were no rewards for citizen information.

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

  
Secretary