

**NOTICE OF REGULAR MEETING  
TOWNE LAKE MANAGEMENT DISTRICT**

TO: THE BOARD OF DIRECTORS OF TOWNE LAKE MANAGEMENT DISTRICT, AND TO ALL OTHER INTERESTED PERSONS:

Notice is hereby given that the Board of Directors of Towne Lake Management District will meet in regular session, open to the public, at **12:00 noon** on **WEDNESDAY, MARCH 26, 2025, at 9955 BARKER CYPRESS, SUITE 250, CYPRESS, TEXAS, 77433**. This meeting will also be conducted electronically\*, as provided below. Electronic copies of the meeting materials are available at <https://www.townelakemd.com/documents> at such time as the meeting occurs or by contacting Audrey Lyons at [alyons@sklaw.us](mailto:alyons@sklaw.us).

**TO ATTEND VIA ZOOM:**

Link: <https://us02web.zoom.us/j/83137173324?pwd=hk22cgCRzombDpcm5KOJrnorKUduaG.1>

Meeting ID: 831 3717 3324

Passcode: 796985

**TO ATTEND VIA TELEPHONE:**

Dial: 1 346 248 7799


Meeting ID: 831 3717 3324

Passcode: 796985

At the meeting the following items will be considered and acted on:

1. **Approve minutes of December 11, 2024, meeting;**
2. **Receive comments or questions from the public;**
3. **Director Matters:**
  - a) Adopt Resolution Authorizing Application to Texas Commission on Environmental Quality Requesting Appointment of Directors [Positions 1, 2, and 3];
4. **Financial and administrative matters:**
  - a) Receive bookkeeping report, and authorize payment of invoices;
  - b) Discuss depository institutions and take any necessary related actions, including:
    - i. Authorize moving deposit account[s] to Central Bank;
    - ii. Adopt Resolution Designating Depositories for District Funds and Adopt List of Qualified Brokers;
    - iii. Authorize execution of signature cards and other related documentation;
    - iv. Approve depository pledge agreement;
    - v. Consider implementation of Positive Pay;
    - vi. Consider and approve District Bookkeeping Agreement;
  - c) Receive annual request for funding from Boardwalk on Towne Lake;
  - d) Approve budget for fiscal year ending March 31, 2026;
  - e) Appoint Audit Committee and authorize preparation of audit for fiscal year ended March 31, 2025;
  - f) Authorize other appropriate action;
5. **SPA Revenue Report;**
6. **Engineering Report, including:**
  - a) Authorize preparation of plans and specifications for District projects, and authorize advertisement of bids relating thereto;
  - b) Consider and approve award of contracts for construction projects;
  - c) Report on status of construction contracts, and approve pay estimates and change orders in connection therewith; and
  - d) Report on status of emergency repairs;
  - e) Consider Harris County maintenance requests, and take any necessary action related thereto;
  - f) Discuss and consider maintenance of WHCRWA retaining wall for Towne Lake Sections 64 and 66, and take any necessary action related thereto;
7. **Economic development matters:**
  - a) Receive update on Boardwalk on Towne Lake marketing initiatives;
8. **Consider adjournment.**



  
SKLaw, Attorneys for the District

**\*The Board will conduct an in-person meeting at its physical meeting location with a quorum of the Board present; provided that some Board members may participate by videoconference as provided in Section 551.127, Government Code.**