

TIMBER LANE UTILITY DISTRICT
Minutes of Meeting of Board of Directors
December 12, 2019

The Board of Directors (“Board”) of Timber Lane Utility District (“District”) met at 2615 Ciderwood, Spring, Harris County, Texas in the District, on December 12, 2019 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 Mike Potter, Michelle Blevins, Tammy Carby, Paulette Scott, Curt Trauth, Mark Cervantes, Bill Russell, Jeff Vogler, Perry Miller, Harris County Precinct 4 Deputy Flores and Deputy Norton, Kenny Ocheltreee, Sonny Stryk, Ann Stryk, 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. There were no public comments.
2. The Board considered the minutes of the meeting held on November 14, 2019. Upon motion duly made and seconded, the Board unanimously approved the minutes of the meeting as presented.
3. Harris County Precinct No. 4 Deputy Flores presented a law enforcement report, copy attached. He reported the following crime statistics: two burglaries of a habitation, seven vehicle thefts, one assault, 22 calls for family disturbances, 72 alarms, six reported runaways, nine burglaries of a motor vehicle, three other thefts, zero sexual assaults, zero calls for juvenile disturbance, 67 suspicious vehicles, one phone harassment, one theft of a habitation, one robbery, 11 criminal mischief calls, 69 other disturbances, 37 suspicious persons and 887 other calls. After discussion, upon motion duly made and seconded, the Board approved the law enforcement report as presented.
4. Tammy Carby presented a tax assessor/collector’s report, copy attached. The District’s 2018 taxes are 99% collected, and the District’s 2019 taxes are 4% collected. Upon unanimous vote, the Board approved the tax assessor’s report as presented.

5. Jeff Vogler presented the engineer's report, copy attached. The engineer reported that bids for the Breckenridge West Sections 3, 4 and 5 and detention projects are due on December 13, 2019.

Mark Cervantes then reported on matters related to Cypress Creek Park and the Cypress Creek bridge to Cypress Creek Park pedestrian bridge. He stated that he has completed redesign of the southern entrance.

Construction of the Community Center continues. The engineer presented Pay Application No. 11 in the amount of \$202,565.70 to A&M Contractors and recommended its payment.

As for the sanitary sewer rehabilitation project for Sections 2, 3, and 5 of Timber Lane, the engineer presented Pay Application No. 2 in the amount of \$73,360.90 to T Construction and recommended its payment.

With regard to the trail and canopy structures adjacent to the Union Pacific Railroad ("UPRR") property, the engineer stated his office received an executed right of entry from UPRR.

In connection with the auxiliary power for facilities at various locations, the engineer presented Pay Application No. 2 in the amount of \$99,606.92 to McDonald Electric and recommended its payment.

In connection with the clearing of Breckenridge West, the engineer stated that no pay application was submitted for approval.

As for the Breckenridge West outfall channel and detention, the engineer presented Pay Application No. 4 in the amount of \$438,724.91 to Liscka and recommended its payment.

With regard to Breckenridge West, Section One, the engineer presented Pay Application No. 3 in the amount of \$97,575.16 to Fellers & Clark and recommended its payment.

In connection with Hyland Glen, Section 5, the engineer presented Pay Application No. 1 in the amount of \$79,943.10 to Hyland Construction and recommended its payment.

After discussion, upon unanimous vote, the Board approved the engineer's report, including all pay applications and requests to advertise listed thereon.

6. Bill Russell presented a bookkeeper's report, copy attached. The District's debt service fund balance is \$2,775,151.77, and the capital projects fund balance is \$6,769,041.98. The capital projects park fund balance is \$1,198,434.35, and the operating fund balance is \$8,204,622.22. Upon unanimous vote, the Board approved the bookkeeper's report as presented.

7. There were no developers present.

8. Mike Potter presented an operator's report, copy attached. The District billed 6,168 accounts and had water accountability of 90.74%. The operator mailed 1,252 delinquent notices, and terminated services to 88 accounts. The operator took 20 bacteriological tests, and all were acceptable.

Michelle Blevins noted that she received and processed one request for a routine payment plan. Upon unanimous vote, the Board approved the operator's report as presented.

9. The operator then addressed the Board regarding rate increases associated with deeper water lines being constructed in the new developments within the District. After discussion, the Board approved an amendment to the operator's contract increasing the water tap fee to \$615 per tap.

10. The Board took no action with respect to the Order for Adoption of Schedule of Water and Sewer Fees and Rates.

11. On behalf of the District's financial advisor who was unable to attend the meeting, Lori Aylett presented preliminary official statement and notice of sale with the Board for the proposed Series 2020 bond issue. After review, the Board unanimously approved the preliminary official statement and plan of financing, authorized the publication of the notice of sale for the 2020 bonds, and authorized District consultants to take all necessary actions to move forward with the transaction.

12. Perry Miller presented a Champions Hydro-Lawn report, copy attached. After a brief review and discussion, upon motion duly made and seconded, the Board unanimously approved the report as presented.

13. There was no hearing on violation of District rules.

14. Director Gessel presented a report on the District's parks and recreational facilities, a copy attached. Director Gessel reported that the survey of the Liberty Building site is pending. Director Gessel discussed the need to purchase new security cameras at Liberty Park. He also discussed the hiring of a company to assist in the removal of feral hogs on District property. Lastly, he gave an update on the status of the pending purchase of the UPRR property. Upon unanimous vote, the Board approved Mr. Gessel's report as presented.

15. There were no Eagle Scout projects for the Board's consideration.

16. There were no rewards for citizen information.

17. In connection with the sale of property located at 2806 Trailing Vine to Timber Lane CIA, the Board considered an Order Authorizing Sale of Surplus Land. Upon motion duly made and seconded, the Board approved the Order as presented.

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

Secretary