

TIMBER LANE UTILITY DISTRICT
Minutes of Meeting of Board of Directors
September 10, 2020

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 September 10, 2020 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 Michelle Blevins, Jeff Vogler, Mark Cervantes, Tammy Carby, Bill Russell, Mike Potter, Paulette Scott, Kayla Ray, Greg Lentz, Sergeant Brian Norton, Captain Vicente Medina, Lt. Juan Flores, Deputy Lindley, James Earlman, Perry Miller, Chad Luellen, 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 meetings held on August 13, 2020. Upon motion duly made and seconded, the Board unanimously approved the minutes of the meeting as presented.
3. Harris County Precinct No. 4 Sergeant Brian Norton presented a law enforcement report, copy attached. He presented the following crime statistics: three burglaries of a habitation, three vehicle thefts, eight assaults, 35 calls for family disturbances, 42 alarms, four reported runaways, three burglaries of a motor vehicle, six other thefts, one sexual assault, 77 suspicious vehicles, four phone harassments, one theft of a habitation, one robbery, eight criminal mischief calls, 79 other disturbances, 44 suspicious persons, and 1,265 other calls. Sergeant Norton also discussed various other law enforcement matters and events that occurred throughout the District during the month. Upon unanimous vote, the Board approved the law enforcement report as presented.
4. Tammy Carby presented a tax assessor/collector’s report, copy attached. The District’s 2019 taxes are 99% collected. There were nine checks presented for the Board’s approval. Ms. Carby asked for clarification on acceptance of partial payments. The Board clarified that they had previously elected to accept partial payments on homesteads for current

taxes only. Ms. Carby discussed the tax roll and tax delinquencies in some detail. Upon unanimous vote, the Board approved the tax assessor/collector's report as presented.

5. Greg Lentz presented a financial advisor's report and the Truth-in-Taxation calculations for the District's Series 2020 tax rates. He noted that the District did have a refunding bond issuance opportunity. He requested and received Board authorization to place items on the October agenda to review and potentially approve offering documents, select an underwriter, and establish parameters for such a sale.

Discussion then turned to the status of the District and the proposed 2020 tax rate. After discussion, the Board adopted the attached resolution finding the District to be a "developing district". The District further authorized publication of the 2020 proposed tax rate of \$0.89, with \$0.51 attributable to debt service and \$0.38 attributable to maintenance and operations. A public hearing will be held on the proposed rate at the next regular meeting at the District's regular meeting place.

6. Lori Aylett noted the need to update the Tax Code Section 26.18 compliance document, as the Board has proposed a 2020 tax rate. The Board authorized the attorney to update the document as required by law.

7. Jeff Vogler and Mark Cervantes presented the engineer's report, copy attached. The engineer noted that he recently moved his office and changed his firm name to Vogler & Spencer Engineering. With regard to the Breckenridge West development, the engineer is addressing agency comments for Sections 10 and 11. For Werrington Park Section 6, the engineer is also addressing agency comments and has submitted a drainage report for review. The engineer requested and received Board authorization to advertise for bids for Werrington Park Section 6 utilities once all comments have been addressed.

With regard to the Cypress Creek Park trails from the pedestrian bridge to the UPRR, design is underway. For Cypress Creek Park Section 2, the plat has been submitted for execution by the District, as park properties are now required by the City to be platted as a condition of certain plan approvals. For the trails between Hardy Toll Road and Herman Little Park, the Harris County Engineering Department is preparing final plans.

Turning to District plant projects, the engineer requested and received Board authorization to advertise for bids for recoating of Water Plant Nos. 1, 2 and 4. The engineer is currently conducting influent tests to determine whether it would be feasible to attempt to rerate the District's sewage treatment plant.

The engineer presented Pay Application No. 18 in the amount of \$191,116.30 to A&M Contractors for construction of the Timer Lane Community Center. Upon unanimous vote, the pay application was approved as presented.

The engineer presented Pay Application No. 8 and Final in the amount of \$175,566.90 to McDonald Electric for auxiliary power at various plant locations in the District. Upon unanimous vote, the Board authorized payment of the pay application as presented.

The Treaschwig Road expansion is now expected to be constructed in the first quarter of 2021. The District received responses from the county engineer to questions about the Sandpiper drainage project. The Board discussed the responses in some detail. At the conclusion, the Board stated that they were interested in participating in the Sandpiper drainage project subject to approving the identity of the land appraiser. The Board noted that they were not interested in donating land for the North Hills drainage project because Harris County has not agreed to participate in making necessary repairs to Casper Lane, which has been a long-standing issue.

After discussion, upon unanimous vote, the Board approved the engineer's report as presented.

8. The Board discussed options for sewage treatment plant rerate and expansion and the use of the ultraviolet system versus chlorine disinfection and dechlorination. The engineer presented some very rough cost estimates of converting the plant to a disinfection and dechlorination. The Board noted that they had been unable to discover the source of e coli violations that have occurred with the existing ultraviolet system, and the Board was concerned that if the violations cannot be resolved, hefty penalties may be assessed. The District may therefore want to consider a change in the disinfection system. The board took these matters under advisement.

9. The Board tabled consideration of the application and order for issuance of bonds.

10. Bill Russell presented a bookkeeper's report, copy attached. Upon unanimous vote, the Board approved the bookkeeper's report as presented and authorized payment of the checks listed thereon.

11. Mike Potter presented an operator's report, copy attached. The District served 6,592 connections and had water accountability of 92.34%. Michelle Blevins noted that the District sent out 970 late notices and sent 436 disconnection notices. The District operator has assisted residents and negotiated multiple payment plans on the Board's behalf, with the goal being to work with residents who need help. Most people are paying their bills, and it appears that collections are returning to normal.

Mike Potter reported that twenty bacteriological samples were taken, and all were acceptable. The District had collections of \$625,296.05 and total current billing of \$502,984.44. Mr. Potter reported on routine maintenance at all water plants and facilities and noted that there were 52 taps made during the month.

Mike Potter noted that there was a violation at the sewage treatment plant for E.coli maximum. Discussion returned to the recent E.coli violations and whether the District should consider changing from an ultraviolet system to a chlorination and dechlorination system. The Board noted that they had conducted many studies and tried numerous alternatives to solve the mystery of the intermittent e Coli violations, to no avail. The District has experienced E.coli violations intermittently since the installation of the new system after Hurricane Harvey. The District has worked with the manufacturer, the engineer, the lab, and other water professionals.

The Board suggested that the engineer discuss the situation with a different UV system contractor. Upon unanimous vote, the Board approved the operator's report as presented.

12. Perry Miller presented a Champions Hydro-Lawn report, a copy of which is attached. All facilities are in excellent condition.

13. There were no hearings on violations of District rules and damage to District property.

14. Director Gessel presented a report on the District's parks and recreational facilities, copy attached. Construction has begun on the Veterans Memorial. The District is pleased to have the occupancy permit for the new building. Catfish stocking has begun at the various ponds in the District. In response to a question, the Board noted they were not planning to rent out the new building to individual residents at this time. Instead the building will be used only for community-wide events.

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

16. There were no rewards for citizen information.

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

Secretary