

**TIMBER LANE UTILITY DISTRICT**  
Minutes of Meeting of Board of Directors  
November 12, 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 November 12, 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  
B. 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, Stephen Flores, Valandra Matthews, Chad Luellen, Debra Tellez, 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. Under public comments, Debra Tellez approached the Board, stating that the situation with her neighbor has approved since she approached the Board about the problem. She thanked the law enforcement officers and the Board for their assistance with the matter.

2. The Board considered the minutes of the meetings held on October 8, 2020 and October 29, 2020. Upon motion duly made and seconded, the Board unanimously approved the minutes of the meetings as presented.

3. Harris County Precinct No. 4 Sergeant Juan Flores presented a law enforcement report, copy attached. He presented the following crime statistics: three burglaries of a habitation, four vehicle thefts, one assault, 26 calls for family disturbances, 35 alarms, six reported runaways, nine burglaries of a motor vehicle, ten other thefts, zero sexual assaults, three juvenile disturbances, 62 suspicious vehicles, four phone harassments, two thefts of a habitation, one robbery, eight criminal mischief calls, 120 other disturbances, 33 suspicious persons, and 1,147 other calls. 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 four checks presented for the Board’s

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

5. The attorney noted that her office was still reviewing the insurance proposals, which were just received by her office. The Board can take action to renew the policies at the next regular meeting, and if there is any problem with the coverages that warrants a special meeting, the attorney will call a meeting. The board authorized payment of the renewal premiums, subject to the attorney's review.

6. The Board considered a Resolution Requesting Estimate of Tax Values as of December 1, 2020 needed in connection with the District's issuance of bonds in 2021. Upon unanimous vote, the Board approved the resolution as presented.

7. Jeff Vogler and Mark Cervantes presented the engineer's report, copy attached. With regard to the Breckenridge West development, the engineer presented bids for Section 11 utilities and recommended award of the contract to R Construction in the amount of \$1,049,935.90.

With regard to the trails between Hardy Toll Road and Herman Little Park, the engineer noted that the interlocal agreement between the District and Harris County is complete, and the District is awaiting the County's final plans.

Turning to District plant projects, the engineer requested authorization to advertise for bids for the plant motor control center replacement after all comments from the relevant agencies have been addressed. The engineer also presented bids for the recoating of water plant nos. 1, 2, and 4 and recommended award of the contract to CFG Industries, LLC in the amount of \$382,800.00.

The engineer noted that Bond Application No. 23 has been submitted to the Texas Commission on Environmental Quality for an expedited review.

The engineer presented Pay Application No. 20 in the amount of \$33,351.17 to A&M Contractors for construction of the Timber Lane Community Center. Upon unanimous vote, the pay application was approved as presented.

With regard to the Cypress Creek Park trail from the Cypress Creek Bridge to the Cypress Creek pedestrian bridge, the engineer presented and recommended payment of Pay Application No. 4 in the amount of \$43,038.00 to Division III.

As for Breckenridge West, Section 6, the engineer presented Pay Application No. 6 in the amount of \$33,616.80 to Dimas and recommended concurrence in its payment by the developer.

As for Breckenridge West, Section 10, the engineer presented and recommended Board concurrence in its payment by the developer of Pay Application No. 1 in the amount of \$268,187.85 to Cross-Tex.

The engineer also discussed the potential annexation of tracts adjacent to West Hardy Road.

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

8. 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.

9. Under developer's reports, Stephen Flores with D.R. Horton provided an update on the status of sales in Breckenridge West, noting that their sales figures for 2020 have exceeded expectations.

10. Mike Potter presented an operator's report, copy attached. The District served 6,715 connections and had water accountability of 90.55%. Michelle Blevins noted that the District sent out 955 late notices and made 68 disconnections.

Mike Potter reported that twenty bacteriological samples were taken, and all were acceptable. Mr. Potter reported on routine maintenance at all water plants and facilities. Mr. Potter noted that there were no E. Coli violations at the District's wastewater treatment plant.

Valandra Matthews then approached the Board with questions related certain late fees and other charges associated with late and nonpayment of her bill. She also asked several questions regarding the usage identified on her bill. Mike Potter offered to send a representative to her home to test the accuracy of her meter. After additional discussion regarding the matter, Ms. Matthews left the meeting.

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

11. The Board next considered and unanimously approved a proposal from Champions Hydro-Lawn to de-silt a pilot channel at the Cypress Terrace detention pond in the amount of \$18,325.00.

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

13. Director Gessel presented a report on the District's parks and recreational facilities, copy attached. Construction continues on the Veterans Memorial. He also provided an update on work occurring at the District's various parks. The Board also discussed the status of installation of security cameras at the District's community center.

14. The Board considered the annual review of the list of businesses for SPA collections. After a brief review and discussion, upon motion duly made and seconded, the Board unanimously authorized the bookkeeper to conduct the annual SPA survey.

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.

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Secretary