

**TIMBER LANE UTILITY DISTRICT**  
Minutes of Meeting of Board of Directors  
January 14, 2021

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 January 14, 2021 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 Jeff Vogler, Mark Cervantes, Tammy Carby, Bill Russell, Mike Potter, Kayla Ray, Greg Lentz, Perry Miller, Paulette Scott, Eric O’Brien, Sergeant Brian Norton, Captain Vicente Medina, Lt. Juan Flores, 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. The meeting commenced with a recital of the Pledge of Allegiance.
2. There were no public comments.
3. The Board considered the minutes of the meeting held on December 10, 2020. Upon motion duly made and seconded, the Board unanimously approved the minutes of the meeting as presented.
4. Harris County Precinct No. 4 Lt. Juan Flores presented a law enforcement report, copy attached. He presented the following crime statistics: one burglary of a habitation, ten vehicle thefts, two assaults, 22 calls for family disturbances, 51 alarms, one reported runaway, three burglaries of a motor vehicle, ten other thefts, zero sexual assaults, three juvenile disturbances, 73 suspicious vehicles, two phone harassments, one theft of a habitation, three robberies, nine criminal mischief calls, 89 other disturbances, 23 suspicious persons, and 1,125 other calls. Upon unanimous vote, the Board approved the law enforcement report as presented.
5. The Board considered an Interlocal Contract for Law Enforcement with Harris County. Ms. Aylett confirmed that the agreement included the number of officers requested by the District in September. Upon motion duly made and seconded, the Board unanimously approved the contract as presented.

6. Tammy Carby presented a tax assessor/collector's report, copy attached. The District's 2019 taxes are 99% collected, and the District's 2020 taxes are 62% collected. There were 16 checks presented for the Board's approval. 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.

7. There was presented the attached Order Adopting Residence Homestead Exemption for Persons Sixty-Five or Older or Disabled. The attorney noted that, in previous years, the Board authorized an exemption of \$25,000 for each homestead of disabled or individuals at least 65 years old. The Board affirmed their decision to maintain the same exemption, and the Order reflected same. Upon motion duly made, seconded, and unanimously carried, the Board adopted the Order as presented.

8. There was presented the attached Order Levying Additional Penalty for Delinquent Taxes. The order levies a 20% penalty on 2020 delinquent taxes for business personal property on April 1, 2021 and for real property on July 1, 2021. Upon motion duly made, seconded, and unanimously carried, the Order was adopted as presented.

9. The Board discussed Texas Tax Code Section 26.18 compliance. The attorney advised that pursuant to recently enacted Senate Bill 2, the District is required to make certain information about the District available on a publicly accessible website. The information includes names and contact information for directors of the District, the current budget and prior two years' budgets, a comparison by dollar amount and percentage of the current budget to the prior year's budget, the current and prior two years' debt service and maintenance tax rates, the proposed current year tax rate, and the current audit. The document will be required to be amended several times of the year after the adoption of the budget, proposal and levy of the tax rate, and approval of the audit. Since the District has begun a new tax year, the document must be amended. Upon unanimous vote, the Board approved the Tax Code 26.18 compliance document and authorized the attorney to make it available on the District's website as required by law.

10. The Board considered an Order Calling Bond Election. It was noted that the next available election day is in May, which the Board agreed would be the appropriate date to call the bond election. The Board then discussed whether to administer the District's election using its own election officials and voting machines or to partner with Harris County, which would conduct the election on the District's behalf. After discussing the pros and cons of both scenarios, the Board elected to defer decision on the matter until next month to give the attorney more time to gather information from Harris County about their procedures. Subject to that discussion, upon motion made and seconded, the Board voted unanimously to adopt the Order Calling Bond Election, which includes a proposition for authorization of up to \$5 million of bonds for parks and recreation facilities and a proposition for up to \$50 million of bonds for construction of water, sewer and drainage facilities for the District.

11. Jeff Vogler and Mark Cervantes presented the engineer's report, copy attached. Regarding Werrington Park, Section 6, the engineer presented bids and recommended award of the contract to Northtex in the amount of \$779,916.20.

With regard to the trail between the pedestrian bridge and the UPRR tract, the engineer presented bids and recommended award of the contract to Division III in the amount of \$205,847.50.

As for the trails between the Hardy Toll Road and Herman Little Park, the engineer noted that construction has begun.

Turning to District plant projects, the engineer presented for execution the contracts for the recoating of water plant nos. 1, 2, and 4 with CFG Industries, LLC in the amount of \$382,800.00.

With regard to the Veteran's Memorial at the Timber Lane Community Center, the engineer reported that construction is nearly completion. He presented and recommended payment of Pay Application No. 21 in the amount of \$62,251.98 to A&M Contractors.

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. 6 in the amount of \$13,027.50 to Division III.

As for Breckenridge West, Section 6, the engineer presented Pay Application No. 4 in the amount of \$72,769.30 to Dimas and recommended concurrence in its payment by the developer.

As for Breckenridge West, Section 9, the engineer presented and recommended Board concurrence in its payment by the developer of Pay Application No. 2 in the amount of \$37,240.00 to C.E. Barker.

As for Breckenridge West, Section 10, the engineer presented and recommended Board concurrence in its payment by the developer of Pay Application No. 3 in the amount of \$40,275.45 to Cross-Tex.

As for Breckenridge West, Section 11, the engineer presented and recommended Board concurrence in its payment by the developer of Pay Application No. 1 in the amount of \$840,133.71 to R Construction.

Lastly, Mr. Vogler noted that he is scheduled to meet with the attorney for Harris County MUD No. 99 regarding several matters, including a drainage project within their district and certain damage to the roadway at Casper Lane.

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

12. 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.

13. There was no developer's report.

14. Mike Potter presented an operator's report, copy attached. The District served 6,791 connections and had water accountability of 90.97%.

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.

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

15. Greg Lentz, the District's financial advisor, presented preliminary official statement and notice of sale with the Board for the proposed Series 2021 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 2021 bonds, and authorized District consultants to take all necessary actions to move forward with the transaction.

16. Perry Miller with Champions Hydro-Lawn then provided an update on the District's detention ponds, noting that everything is in good condition.

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

18. Director Gessel presented a report on the District's parks and recreational facilities, copy attached. The Board discussed the scheduling of the dedication ceremony for the Timber Lane Community Center and the installation of several remaining plaques. Director Gessel was pleased to report that the District was going to receive an award for their Community Center from the HGAC.

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

20. There were no rewards for citizen information.

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

[ORIGINAL SIGNED BY JAMES F. MESSER]  
Secretary