

**TIMBER LANE UTILITY DISTRICT**  
Minutes of Meeting of Board of Directors  
May 13, 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 May 13, 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; Michelle Blevins, Kayla Ray, Perry Miller, Monica Pena, Joann Ramos, Sean Hokanson, Myles Williamson, Marjorie Williamson, Sarah Sanchez, Stacy Black, Sean Theiss, Jason Rachwitz, Jamie Malcolm, various members of Boy Scout Troop No. 1565, various members of Girl Scout Troop No. 11456, Dwayne Jones, Sergeant Brian Norton, Lt. Juan Flores, Sergeant Ramos, Eric O’Brien, Paulette Scott, 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. During public comment, the Board recognized the members of Girl Scout Troop No. 11456, thanking them for their recent work to erect exercise equipment at Liberty Park. The Board also recognized Boy Scout Troop No. 1565, whose members were attending the meeting in furtherance of a merit badge.
3. The Board considered the minutes of the meetings held on April 8, 2021 and May 11, 2021. Upon motion duly made and seconded, the Board unanimously approved the minutes of the meetings as presented.
4. Harris County Precinct No. 4 Lt. Juan Flores presented a law enforcement report, copy attached. He presented the following crime statistics: four burglaries of a habitation, zero vehicle thefts, one assault, 20 calls for family disturbances, 41 alarms, two reported runaways, three burglaries of a motor vehicle, nine other thefts, one sexual assault, three juvenile disturbances, 59 suspicious vehicles, one phone harassment, zero thefts of a habitation, two robberies, three criminal mischief calls, 17 other disturbances, 19 suspicious persons, and 1,303 other calls. Upon unanimous vote, the Board approved the law enforcement report as presented.

5. Tammy Carby presented a tax assessor/collector's report, copy attached. The District's 2020 taxes are 96% collected. There were two wire transfers and 15 checks presented for approval. Upon unanimous vote, the Board approved the tax assessor/collector's report as presented.

6. Ms. Carby discussed the need to change of the District's tax depository bank from BBVA Compass Bank to Allegiance Bank. The Board approved of this course of action and approved the related depository pledge agreement with Allegiance Bank. During this discussion, Ms. Pena and Ms. Ramos introduced themselves to the Board as representatives of Utility Tax Service, the tax assessor-collector firm that recently merged with the District's prior tax assessor-collector firm. The ladies thanked the Board for their business.

7. Jeff Vogler and Mark Cervantes presented the engineer's report, copy attached. Regarding District plant projects, the engineer requested authorization to research potential sites for water plant no. 5.

With regard to Bond Issue No. 24, the engineer requested authorization to prepare a cost summary for the financial advisor to review.

As for the sanitary sewer rehabilitation project at Aldine Westfield, the engineer reported that Wright Solutions has almost completed the emergency repair of a manhole and plugged line. In connection with that repair, the engineer presented and recommended payment of Payment Application No. 2 in the amount of \$6,737.50 to Wright Solutions. The engineer also recommended payment of Payment Application No. 1 & Final in the amount of \$66,541.00 to Source Point, who cleaned and televised the line.

With regard to the Veteran's Memorial at the Timber Lane Community Center, the engineer reported that construction is complete. He presented and recommended payment of Pay Application No. 25 and Final in the amount of \$51,255.67 to A&M Contractors.

With regard to the Cypress Creek Park trail from the Cypress Creek pedestrian bridge to UPRR, the engineer presented and recommended payment of Pay Application No. 3 in the amount of \$10,836.00 to Division III.

As for the recoating of Water Plant Nos. 1, 2, and 4, the engineer presented and recommended payment of Pay Application No. 3 in the amount of \$67,770.00 to CFG Industries, LLC.

As for Breckenridge West lift station, the engineer presented and recommended Board concurrence in its payment by the developer of Pay Application No. 10 and Final in the amount of \$18,763.30 to Jollux.

With regard to Werrington Park, Section 6 utilities, the engineer presented and recommended Board concurrence in the payment of Pay Application No. 1 in the amount of \$121,187.70 to Northtex.

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

8. The Board discussed renewal of the Texas Commission on Environmental Quality stormwater multi-sector permit, which expires on August 14, 2021. Upon discussion, the Board authorized the engineer to submit an application for renewal of the permit.

9. 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.

10. The Board then considered a draft of an operating budget for the fiscal year ending June 30, 2022. The Board agreed to forward any of their comments to the District's bookkeeper.

11. There was no developer's report.

12. Mike Potter presented an operator's report, copy attached. The District served 7,072 connections and had water accountability of 92.41%.

Mr. Potter reported that twenty bacteriological samples were taken, and all were acceptable. He also reported on routine maintenance at all water plants and facilities.

Ms. Blevins then noted that all current payment plans were being honored. There were no additional requests for payment plans this month.

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

13. With regard to Champions Hydro-Lawn, Perry Miller appeared via telephone and provided an update on the status of the District's detention ponds.

14. The Board then conducted a hearing on violations of District rules and damage to District property. The violation was issued to the Spring Texans football team, and Mr. Dwayne Jones appeared on behalf of the organization. He testified that as to the alleged offense that the team was exceeding the approved number of people permitted by the District, many of the people at the park were not with their organization. Mr. Jones stated that he would work with the team to ensure that they are out of the park by dusk, as is required by the District's rules. The Board also discussed having the Spring Texans move their practice to the soccer fields by the Community Center, as there is more parking and space available. Mr. Jones agreed that that would be a good idea. Perry Miller confirmed that he would have those areas mowed a bit shorter so that the team could utilize them. Mr. Jones thanked the Board for their time. The Board took no further action.

15. Director Gessel presented a report on the District's parks and recreational facilities, copy attached. Director Gessel reported on the clearing of and installation of a pipe upon District-owned wetland property. Director Gessel presented several photos of the damage, which include clearing of brush, the digging of a channel, and placement of a 4-inch outfall pipe. After some discussion as to what to do, the Board requested that the attorneys issue a violation notice to the property owner.

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

17. 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