

TIMBER LANE UTILITY DISTRICT
Minutes of Meeting of Board of Directors
April 8, 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 April 8, 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 Mark Cervantes, Tammy Carby, Bill Russell, Michelle Blevins, Kayla Ray, Perry Miller, Sergeant Brian Norton, Captain Vicente Medina, Sergeant Ramos, Eric O’Brien, Paulette Scott, and Jennifer B. Seipel.

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 was no public comment.
3. The Board considered the minutes of the meeting held on March 11, 2021.

Upon motion duly made and seconded, the Board unanimously approved the minutes of the meeting as presented.

4. Harris County Precinct No. 4 Captain Medina first reported that Sergeant Ramos will be attending the District’s meetings and presenting the law enforcement report from this point forward. Captain Medina then presented a law enforcement report, copy attached. He presented the following crime statistics: three burglaries of a habitation, four vehicle thefts, three assaults, 17 calls for family disturbances, 38 alarms, five reported runaways, seven burglaries of a motor vehicle, ten other thefts, zero sexual assaults, two juvenile disturbances, 83 suspicious vehicles, four phone harassments, three thefts of a habitation, zero robberies, five criminal mischief calls, 26 other disturbances, 26 suspicious persons, and 923 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. Upon unanimous vote, the Board approved the tax assessor/collector’s report as presented.

6. Mark Cervantes presented the engineer's report, copy attached. Regarding District plant projects, the engineer presented the bids for the motor control center replacement at a District water plant and recommended that the District award the contract to WW Payton in the amount of \$940,000.00.

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. 1 in the amount of \$75,220.51 to Wright Solutions.

With regard to the Veteran's Memorial at the Timber Lane Community Center, the engineer reported that construction is nearing completion. He presented and recommended payment of Pay Application No. 24 in the amount of \$22,902.66 to A&M Contractors. Director Langstaff also noted that he would like to see that the contractor receives the timely-completion bonus outlined in the parties' agreement.

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. 2 in the amount of \$16,290.00 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. 2 in the amount of \$24,480.00 to CFG Industries, LLC.

As for Breckenridge West, Section 7, the engineer presented and recommended Board concurrence in its payment by the developer of Pay Application No. 7 and Final in the amount of \$15,578.39 to Fellers & Clark.

With regard to the Hirschfield sanitary sewer pipe bursting, the engineer presented and recommended payment of Pay Application No. 1 and Final in the amount of \$80,250.00 to King Solutions Services, LLC.

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

7. 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.

8. There was no developer's report.

9. Michelle Blevins presented an operator's report, copy attached. The District served 6,973 connections and had water accountability of 93.37%.

Ms. Blevins reported that twenty bacteriological samples were taken, and all were acceptable. She also reported on routine maintenance at all water plants and facilities.

Ms. Blevins then presented several requests for credits from fees associated with the North Harris County Regional Water Authority, with such requests being made in connection with water losses suffered as a result of winter storm Uri. After discussion, the Board took no action as to those requests.

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

10. The Board then discussed the District's upcoming bond election, noting that it is only a few weeks away. Ms. Seipel noted that the community center will be an election-day polling place.

11. The Board discussed the need to complete their annual cyber security training, as is required by Texas law. The Board discussed the various programs available to meet the requirement, with Ms. Seipel requesting that the Board send her office their certificates of completion upon same.

12. With regard to Champions Hydro-Lawn, Perry Miller provided an update on the status of the District's detention ponds.

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. The Board discussed the recent dedication ceremony for the Veteran's Memorial and the Timber Lane Community Center, noting that it was a great success. Director Gessel also reported on various other recent events held at the Community Center.

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.

[ORIGINAL SIGNED BY JAMES F. MESSER]
Secretary