

TIMBER LANE UTILITY DISTRICT
Minutes of Meeting of Board of Directors
July 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 July 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 Jeff Vogler, Mark Cervantes, Tammy Carby, Bill Russell, Mike Potter, Michelle Blevins, Perry Miller, Kayla Ray, Sergeant Brian Norton, Lt. Juan Flores, Sergeant Juvencio Ramos, Paulette Scott, Eric O’Brien, 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 June 10, 2021. Upon motion duly made and seconded, the Board unanimously approved the minutes of the meeting as presented.
4. Harris County Precinct No. 4 Sergeant Juvencio Ramos presented a law enforcement report, copy attached. He presented the following crime statistics: one burglary of a habitation, five vehicle thefts, three assaults, 29 calls for family disturbances, 45 alarms, five reported runaways, three burglaries of a motor vehicle, 19 other thefts, one sexual assault, five juvenile disturbances, 77 suspicious vehicles, two phone harassments, two thefts of a habitation, one robbery, four criminal mischief calls, 59 other disturbances, 28 suspicious persons, and 343 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 97.43% collected. There were two wire transfers and three checks presented for approval. Upon unanimous vote, the Board approved the tax assessor/collector’s report as presented.

6. Jeff Vogler and Mark Cervantes presented the engineer's report, copy attached. With regard to the wastewater treatment facility expansion project, the engineer noted that his office is beginning design of the facility, with possible consideration of converting from a UV light system to one featuring the chlorination/de-chlorination process.

As for the sanitary sewer rehabilitation project at Aldine Westfield, Mr. Vogler presented the bids received and recommended award of the contract to the low bidder, Insituform, in the amount of \$194,720.00.

With regard to the Veteran's Memorial at the Timber Lane Community Center, the engineer reported that the project is complete pending installation of a dedication plaque.

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. 5 in the amount of \$37,179.00 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. 5 in the amount of \$39,150.00 to CFG Industries, LLC.

As for Breckenridge West, Section 6 utilities, the engineer presented and recommended Board concurrence in its payment by the developer of Pay Application No. 5 and Final in the amount of \$18,042.86 to Dimas.

As for Breckenridge West, Section 8 utilities, the engineer presented and recommended Board concurrence in its payment by the developer of Pay Application No. 3 and Final in the amount of \$20,737.84 to Dimas.

As for Breckenridge West, Section 9 utilities, the engineer presented and recommended Board concurrence in its payment by the developer of Pay Application No. 3 and Final in the amount of \$27,718.09 to C.E. Barker.

With regard to Werrington Park, Section 6 utilities, the engineer presented and recommended Board concurrence in the payment of Pay Application No. 3 in the amount of \$338,993.10 to Northtex.

The engineers also discussed with the Board a variety of other pending matters, including the Sandpiper drainage study, damage to Casper Drive, pending annexations, and updated mowing maps that will be provided to Champions Hydro-Lawn for purposes of tending to newly-acquired properties.

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. Mike Potter presented an operator's report, copy attached. The District served 7,180 connections and had water accountability of 93.42%.

Mr. Potter reported that twenty-five bacteriological samples were taken, and all were acceptable. He did note that the District's wastewater treatment plant was again experiencing issues with the levels of E. Coli present in its samples. In connection with that discussion, the attorney reminded the Board that the District received a Notice of Enforcement from the Texas Commission on Environmental Quality ("TCEQ") related to levels of E. Coli present in the District's samples during several months in 2020. Ms. Aylett noted that she is working with the operator and engineer to provide the TCEQ with relevant information needed for the agency to perform an assessment of the situation.

Mr. Potter reported on routine maintenance for the previous month.

Michelle 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.

10. As for the paperless billing and electronic payment options discussed at the June meeting, the attorney noted that her office is working with the operator to amend the contracts with the third-party service provider to include additional language clarifying the charges for such services.

11. Having previously discussed the Notice of Enforcement from the TCEQ, the Board moved to the next item on the agenda.

12. Perry Miller presented a report from Champions Hydro-Lawn, noting that everything appears to be in good order.

13. There were no hearings on violations of District rules.

14. Director Gessel presented a report on the District's parks and recreational facilities, copy attached. The Board discussed the status of communications with the persons believed to have cleared and installed an outfall pipe upon District-owned wetland property. The attorneys provided a summary of their contact with the suspects. The Board also discussed the purchase of a fire tower. Lastly, Director Gessel provided an update on the District's security cameras.

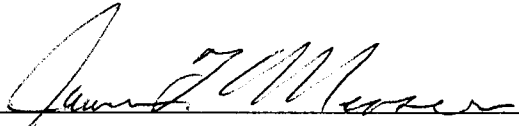
15. The Board considered an Interlocal Agreement with the Harris-Galveston Subsidence District for participation in the Water Wise program and sponsorship of Hirsch Elementary students. The attorney noted that the District typically sponsors 130 students at a cost of \$38.00 per student. The students are provided with Water Wise kits, which encourage water conservation and provide information about the efficient use of water. The District earns Series B groundwater credits in exchange for its sponsorship. After discussion, upon unanimous

vote, the Board approved the Interlocal Agreement with the Harris-Galveston Subsidence District as presented.

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.


Secretary