

**TIMBER LANE UTILITY DISTRICT**  
Minutes of Meeting of Board of Directors  
August 12, 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 August 12, 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, Sergeant Brian Norton, Lt. Juan Flores, Sergeant Juvencio Ramos, Paulette Scott, Eric O’Brien, Michael Martin, 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 were no public comments.
3. The Board considered the minutes of the meeting held on July 8, 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: eight burglaries of a habitation, two vehicle thefts, three assaults, 29 calls for family disturbances, 20 alarms, two reported runaways, three burglaries of a motor vehicle, eight other thefts, one sexual assault, one juvenile disturbance, 54 suspicious vehicles, two phone harassments, two thefts of a habitation, two robberies, 11 criminal mischief calls, 25 other disturbances, 23 suspicious persons, and 1,148 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 97.69% collected. There were eight checks and one wire transfer 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 discussed with the Board the possible conversion from a UV light system to one featuring the chlorination/de-chlorination process. He stated that the Board did not need to make a decision now but would need to do so in the coming months.

Mr. Vogler then noted that the District's application for Bond Issue No. 24 has been deemed administratively complete by the Texas Commission on Environmental Quality ("TCEQ").

With regard to the Veteran's Memorial at the Timber Lane Community Center, the engineer reported that the project is complete and the final payment to the contractor has been released.

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. 6 in the amount of \$59,886.00 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. 6 in the amount of \$27,720.00 to CFG Industries, LLC.

With regard to the sanitary sewer rehabilitation project at Aldine Westfield, Mr. Vogler confirmed that the contracts with the contractor have been routed for execution.

With regard to Werrington Park, Section 6 utilities, the engineer presented and recommended Board concurrence in the payment of Pay Application No. 4 in the amount of \$178,921.21 to Northtex Construction.

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 the purchase of a fire tower for Cypress Creek Park. The engineer noted that the installation of such fire tire would require a geotechnical evaluation of the property upon which it would be placed. Ms. Seipel also noted that her office has reached out to the District's insurance carrier regarding whether the equipment is insurable.

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 7,182 connections and had water accountability of 92.19%.

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 was working with the TCEQ to address the notice of violation received several months prior as related to this issue.

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 July meeting, the attorney noted that her office is still 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. There was no report from Champions Hydro-Lawn.

13. The District then held a public hearing on violations of District rules. Michael Martin, who was issued a violation notice for the unlawful trespass upon and damage to District property located on Casper Lane, addressed the Board regarding the matter. He stated that he did not clear a channel on the District's property and did not install a drainage pipe to drain his land into a District pond. The Board asked him several questions, which Mr. Martin answered. Mr. Martin thanked the Board for their time. Kyler Correia, the other individual to whom a violation notice was issued, did not attend the hearing. The Board then concluded the hearing, opting to discuss the matter further during an executive session to discuss threatened litigation.

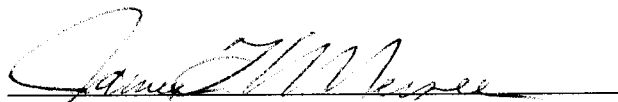
14. Director Gessel presented a report on the District's parks and recreational facilities, copy attached. The Board discussed the Spring Texans use of District parks, noting that the organization is causing significant traffic and other problems. Director Gessel stated that the Spring Texans still have not submitted a special event application to use the park, as is required by District policy. The Board requested Director Gessel to reach out to the owner of the Spring Texans regarding such application. The Board also discussed the purchase of a fire tower. Director Gessel also presented proposals for the automation of gates at the community center and the District's wastewater treatment plant. The Board approved the proposals as presented.

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

16. There were no rewards for citizen information.

17. At 7:31 p.m., the Board entered into executive session to discuss threatened litigation against several individuals who may have trespassed upon and damaged District property. At 7:48 p.m., the Board exited executive session and took no further action.

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

  
Secretary