

TIMBER LANE UTILITY DISTRICT
Minutes of Meeting of Board of Directors
September 9, 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 September 9, 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, Greg Lentz, Michelle Blevins, Kayla Ray, Sergeant Brian Norton, Lt. Juan Flores, Sergeant Juvencio Ramos, 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. There were no public comments.
3. The Board considered the minutes of the meetings held on August 12, 2021 and August 30, 2021. Upon motion duly made and seconded, the Board unanimously approved the minutes of the meetings as presented.
4. Harris County Precinct No. 4 Sergeant Juvencio Ramos presented a law enforcement report, copy attached. He presented the following crime statistics: four burglaries of a habitation, six vehicle thefts, five assaults, 24 calls for family disturbances, 43 alarms, two reported runaways, seven burglaries of a motor vehicle, 15 other thefts, three sexual assaults, one juvenile disturbance, 71 suspicious vehicles, two phone harassments, four thefts of a habitation, one robbery, nine criminal mischief calls, 28 other disturbances, 44 suspicious persons, and 1,086 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 97.99% collected. There were three checks and one wire transfer presented for approval. Upon unanimous vote, the Board approved the tax assessor/collector’s report as presented.

6. Greg Lentz presented a financial advisor's report and the Truth-in-Taxation calculations for the District's proposed 2021 tax rate. After discussion, the Board adopted the attached resolution finding the District to be a "developing district". The District further authorized publication of the 2021 proposed tax rate of \$0.89, with \$0.55 attributable to debt service and \$0.34 attributable to maintenance and operations. A public hearing will be held on the proposed rate at the next regular meeting at the District's regular meeting place.

7. The Board deferred consideration of renewal of the District's contract with its tax assessor-collector, as the revised contract was not yet available for review.

8. The Board was presented with a Resolution Requesting Preparation of Estimate of Total Appraised Value of Taxable Property within the District. Ms. Aylett explained that the Resolution is necessary so that the Harris County Appraisal District will prepare an estimate for use by the District's financial advisor in the upcoming bond sale. Subject to that discussion, upon motion duly made, seconded and unanimously carried, the Board approved the Resolution as presented.

9. 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 needed to make a decision in the coming months.

Mr. Vogler then requested authorization to advertise for bids for the recoating of Water Plant No. 3.

As for the potential purchase of a fire tower, Mr. Vogler noted that geotechnical borings are scheduled to be taken on September 10, 2021.

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. 7 in the amount of \$7,650.00 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. 7 in the amount of \$35,100.00 to CFG Industries, LLC.

With regard to the sanitary sewer rehabilitation project at Aldine Westfield, Mr. Vogler confirmed that the project is underway.

With regard to Werrington Park, Section 6 utilities, the engineer presented and recommended Board concurrence in the payment of Pay Application No. 5 in the amount of \$53,749.26 to Northtex Construction.

The engineers also discussed with the Board a variety of other pending matters, including the Sandpiper drainage study, pending annexations, and the Serano tract.

After discussion, upon unanimous vote, the Board approved the engineer's report, including all pay applications and requests for authorization to advertise for bids, as presented.

10. 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.

11. There was no developer's report.

12. Mike Potter presented an operator's report, copy attached. The District served 7,278 connections and had water accountability of 93.31%.

Mr. Potter reported that twenty-five bacteriological samples were taken, and all were acceptable. He noted that the District's wastewater treatment plant did not experience any issues with elevated levels of E. Coli present in its samples in August.

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.

13. 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.

14. Perry Miller presented a report on behalf of Champions Hydro-Lawn, noting that all of the District's drainage and detention facilities are in good shape. Mr. Miller also apologized profusely for an employee of his company who dumped trash onto a District channel while servicing the District. Champions gave the employee a reprimand and cleaned up all the trash at no charge to the District. The Board accepted the apology. The Board also requested that Champions Hydro-Lawn perform landscape mowing three times a month for District parks used as soccer fields.

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

16. 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 did not submit a special event application to use the park, as they promised to do. Accordingly, the Board requested that the attorneys write the organization a letter stating that they are not permitted to use District parks unless and until all proper paperwork has been submitted and approved. The Board also discussed the purchase of a fire tower.

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

18. There were no rewards for citizen information.

19. Under pending business, the Board discussed the ongoing situation with the ultraviolet light system at its wastewater treatment plant. Mr. Potter and Mr. Vogler explained to the Board that, in doing additional investigative work to determine why the UV light system was not functioning properly, the light modules were pulled for inspection. Upon inspection, there was observed a spongy substance all around the modules. After sending the substance to several labs for testing, it appears that the substance is mostly likely the result of nonprescription pharmaceuticals that are being introduced into the District's wastewater feed. The engineer and operator also discussed problems with the company who charged with servicing the modules on a quarterly basis. It was noted that the company failed to have the appropriate number of replacement modules on site; the quality of their quarterly maintenance and service was also called into question. At the end of the discussion, the Board stated that it would like the operator to provide additional oversight with regard to the maintenance on the UV light system modules, and it would like to see service records for their quarterly visits.

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

Secretary