

The regular monthly meeting of the Board of Director of Harris County Water Control and Improvement District No. 1 was held in the conference room at 125 San Jacinto Street, Highlands, Texas on September 10, 2019. The meeting was called to order by President Mullins at 6:00 P.M. In attendance were Directors Little, Birdsong, Boudreaux and Wright. Also in attendance were Mr. Mark Taylor, General Manager, Mrs. June Muth and Mrs. Dawn Muth, Tax Assessors, Mr. Jimmy Flowers with LJA Engineering, Mr. Zach Petrov, Attorney.

The minutes for the month of August were presented. A motion was made by Director Wright to approve the minutes. The motion was seconded by Director Birdsong. The motion was approved 5-0.

The accounts payable were presented for the month of August. A brief discussion was held. A motion was made by Director Birdsong to approve the report as presented. The motion was seconded by Director Boudreaux. The motion was approved 5-0.

Citizens before the Board –None.

Discuss and approve Tax Collection Report. Mrs. June Muth presented the report. A brief discussion was held. A motion was made by Director Little to accept the report as presented. The motion was seconded by Director Wright. The motion was approved 5-0.

Discuss and approve proposed 2019 tax rate. A motion was made by Director Wright to leave the total 2019 tax rate at \$0.36. The motion was seconded by Director Birdsong. The motion was approved 5-0.

Set public hearing date and authorize notice of public hearing for District's adoption of the 2019 tax rate. A motion was made by Director Birdsong to set public hearing date for October 15, 2019 and to authorize the said notice of public hearing. The motion was seconded by Director Wright. The motion was approved 5-0.

Discuss and or approve any necessary actions for the following items:

- A. Battlebell Water Plant Project - Discuss Pay Estimate No. 15 for LJA Project E073-0520-2017. A brief discussion was held. A motion was made by Director Birdsong to settle Pay Estimate No. 15 for LJA Project E073-0520-2017 in the amount of \$35,250.00. The motion was seconded by Director Wright. The motion was approved 5-0.
- B. Wastewater Treatment Plant Digester. No Action needed.
- C. Bluebell Lift Station Project - Discuss Estimate No. 9 for LJA Project E073-0560-2018. A motion was made by Director Birdsong to Table this item. The motion was seconded by Director Boudreaux. The motion was approved 5-0.
- D. East Houston Well Site (Water Plant) Project. No Action taken.
- E. Water Tower Renovations, 2020 project. No Action taken.

Discuss and approve Medical Insurance COBRA Administrative Agreement. A motion was made by Director Wright to Table this item. The motion was seconded by Director Boudreaux. The motion was approved 5-0.

Discuss and approve the 2019-2020 Budget. A motion was made by Director Little to approve the 2019-2020 Budget. The motion was seconded by Director Boudreaux. The motion was approved 5-0.

Discuss and Adopt Ordinance Adopting Amended Rates and Fees for Services. A motion was made by Director Birdsong to Adopt the said Ordinance. The motion was seconded by Director Wright. The motion was approved 5-0.

The Financial Statement was presented. A brief discussion was held. A motion was made by Director Birdsong to approve the said report. The motion was seconded by Director Boudreaux. The motion was approved 5-0.

The General Managers report was presented. A brief discussion was held. No Action needed.

Attorney's Report:

- A. Update on personnel policy/ safety policy, topics: 1. Review protocols for theft, sexual harassment and discrimination. 2. Update safety procedures. 3. Place provisions for marking and maintaining district assets including small tools. 4. Include a social media policy and name a point of contact. 5. Include a Retirement Policy. This list will grow as we dive into the current policies. A brief discussion was held about the Website being updated. No Action needed.

A motion was made by Director Birdsong to Adjourn the meeting at 7:04pm. The motion was seconded by Director Wright. The motion was approved 5-0.



President, Leon R. Mullins



Secretary, Harvey Little