

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 January 14, 2020. The meeting was called to order by Vice President Birdsong at 6:00 P.M. In attendance were Directors Little, Boudreaux and Wright. Also in attendance were Mr. Mark Taylor, General Manager, Mrs. Dawn Muth Tax Assessor and Mr. Zach Petrov, Attorney.

The minutes for the month of December were presented. A motion was made by Director Wright to approve the minutes. The motion was seconded by Director Boudreaux. The motion was approved 4-0.

The accounts payable were presented for the month of December. A brief discussion was held. A motion was made by Director Boudreaux to approve the report as presented. The motion was seconded by Director Little. The motion was approved 4-0.

Citizens before the Board –

- A. 201 Harris, High Bill – No Show. No Action taken.

Discuss and approve 2018-19-year end audit. A motion was made by Director Wright to Table this item. The motion was seconded by Director Boudreaux. The motion was approved 4-0.

Discuss and approve Tax Collection Report. Mrs. June Muth presented the report. A brief discussion was held. A motion was made by Director Wright to accept the report as presented. The motion was seconded by Director Boudreaux. The motion was approved 4-0.

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

- A. Wastewater Treatment Plant Digester. No Action taken.
- B. East Houston Well Site (Water Plant) Project. Advertising starting January 15, 2020. No Action needed.
- C. Water Tower Renovations, 2020 project. A brief discussion was held. Inspections to begin in the middle of February. No Action needed at this time.

Discuss and approve the Write-Offs for October, November and December. A motion was made by Director Wright to approve the Said Write-Offs. The motion was seconded by Director Boudreaux. The motion was approved 4-0.

Discuss and approve the Investment Officers Report. A motion was made by Director Little to approve the Said Report. The motion was seconded by Director Wright. The motion was approved 4-0.

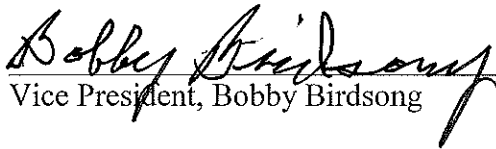
The Financial Statement was presented. A brief discussion was held. A motion was made by Director Wright to approve the said report. The motion was seconded by Director Boudreaux. The motion was approved 4-0.

The General Managers report was presented. 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. No Action needed.

A motion was made by Director Little to Adjourn the meeting at 6:27pm. The motion was seconded by Director Boudreaux. The motion was approved 4-0.



Vice President, Bobby Birdsong



Secretary, Harvey Little