

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 August 11, 2020. The meeting was called to order by President Mullins at 6:00 P.M. In attendance were Directors Birdsong, Little, Boudreaux and Wright. Also in attendance were Mr. Mark Taylor, General Manager, Mrs. Dawn Muth Tax Assessor, Mr. Jimmy Flowers with LJA Engineering and Mr. Zach Petrov, Attorney.

No meeting was held in July due COVID-19.

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

The accounts payable were presented for the months of June and July. A brief discussion was held. A motion was made by Director Birdsong to approve the reports as presented. The motion was seconded by Director Boudreaux. The motion was approved 5-0.

Citizens before the Board – None

Discuss and approve bond interest payments to Bank of Texas, a division of BOK Financial, Bank of Oklahoma. A motion was made by Director Wright to approve the said payments. The motion was seconded by Director Birdsong. The motion was approved 5-0.

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

- A. Propose a 2020 Tax Rate, set public hearing date, and authorize notice of tax rate calculations and public hearing on the District's adoption of the 2020 tax rate. A motion was made by Director Little to propose a 2020 tax rate and to authorize notice of tax rate calculations and public hearing on the District's adoption of the 2020 tax rate. The motion was seconded by Director Boudreaux. The motion was approved 5-0.
- B. Set public hearing date. A motion was made by Director Wright to set the public hearing date on September 15, 2020 at 6:00pm for the adoption of the 2020 Tax Rate. The motion was seconded by Director Boudreaux. The motion was approved 5-0.

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

- A. Wastewater Treatment Plant Digester bond, FEMA / TDEM Project. No Action needed at this time.
- B. East Houston Well Site (Water Plant) Project. No Action taken.
- C. Water Tower Renovations, 2020 project. No Action taken.
- D. Waterline Rehabilitation 2020 bond project. No Action taken.
- E. 104 – Acre Hollis Family tract East of Ellis School Road, update. No Action required.

Discuss and approve an Interlocal Agreement with Harris County to replace water mains in the intersection of Wallisville & FM 2100 and E. Wallisville & Thompson Rd. A motion was made by Director Birdsong to approve the said Interlocal Agreement with Harris County in the amount of \$179,666.76. The motion was seconded by Director Boudreaux. The motion was approved 5-0.

Discuss and approve Medical Insurance COBRA Administrative Agreement. No Action taken.

Discuss and approve an Interlocal Agreement with Harris-Galveston Subsidence District for the Water Wise Program for the 2020 – 2021 school year. A motion was made by Director Birdsong to approve the said Interlocal Agreement. The motion was seconded by Director Wright. The motion was approved 5-0.

Discuss 2019-20 Budget and Set time and Date for the 2020-21 Budget and Rate Ordinance Workshop, August 18, 2020 at 6:00pm. A brief discussion was held. A motion was made by Director Wright to set the said Workshop on August 18, 2020 at 6:00pm. The motion was seconded by Director Birdsong. The motion was approved 5-0.

Discuss and Approve the proposal from Ratliff and Jentho, CPA for the 2019-20 year end audit. A motion was made by Director Wright to Table this item. The motion was seconded by Director Birdsong. The motion was approved 5-0.

Discuss and approve the Write-Offs for April, May and June. A motion was made by Director Birdsong to approve the said Write-Offs. The motion was seconded by Director Boudreaux. The motion was approved 5-0.

Discuss and approve the Investment Officers Report. A motion was made by Director Birdsong to approve the said Report. The motion was seconded by Director Little. The motion was approved 5-0.

Discuss and Adopt a Resolution Concerning District Characterization for 2020 Tax Year. A motion was made by Director Wright to Adopt the said Resolution. The motion was seconded by Director Birdsong. The motion was approved 5-0.

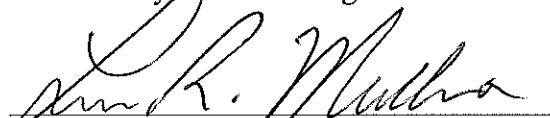
The Financial Statement was presented. A brief discussion was held. A motion was made by Director Birdsong to approve the said report. The motion was seconded by Director Boudreaux. The motion was approved 5-0.

The General Managers reports for June was presented. No Action taken.

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 Birdsong to Adjourn the meeting at 7:10pm. The motion was seconded by Director Wright. The motion was approved 5-0.


President, Leon R. Mullins


Secretary, Harvey Little

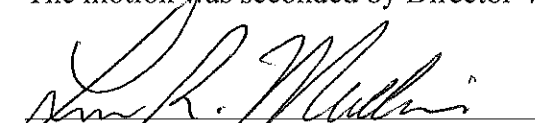
August 18, 2020

NOTICE IS HEREBY GIVEN OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF HARRIS COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 1 TO BE HELD IN THE OFFICE AT 125 SAN JACINTO, HIGHLANDS, TEXAS ON THE 18th DAY OF AUGUST, 2020 AD AT 6:00 P.M. O'CLOCK, AT WHICH TIME THE FOLLOWING ITEMS OF BUSINESS WILL BE CONSIDERED. The meeting was called to order by President Mullins at 6:00 P.M. In attendance were Directors Birdsong, Little, Boudreaux and Wright. Also in attendance was Mr. Mark Taylor, General Manager.


Budget Workshop. No Action taken.

Discuss new rates and updates for the Rate Ordinance – 2020. No Action taken.

A motion was made by Director Birdsong to adjourn the special meeting at 6:42 P.M. The motion was seconded by Director Wright. The motion was approved 5-0.



President, Leon R. Mullins



Secretary, Harvey Little