

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 October 13, 2020. The meeting was called to order by President Mullins at 6:00 P.M. In attendance were Directors Birdsong, Little and Boudreaux. Also in attendance were Mr. Mark Taylor, General Manager, Mrs. Dawn Muth, Tax Assessor, Mr. Jimmy Flowers with LJA Engineering, Mr. Zach Petrov, Attorney and Mr. Joseph Ellis with McCall Gibson Swedlund Barfoot PLLC, Auditor.

Discuss and approve Medical Insurance COBRA Administrative Agreement, from the August 11, 2020 meeting minutes. See Attachments. A motion was made by Director Birdsong to approve the said Agreement. The motion was seconded by Director Boudreaux. The motion was approved 4-0.

The minutes for the month of September were presented. A motion was made by Director Birdsong to approve the minutes. The motion was seconded by Director Little. The motion was approved 4-0.

The accounts payable were presented for the month of September. 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 4-0.

Citizens before the Board – None present

Discuss and Approve proposal for the 2019-20-year end audit from McCall Gibson. A motion was made by Director Birdsong to approve the said proposal. 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 bond, FEMA / TDEM Project. No Action taken.
- B. East Houston Well Site (Water Plant) Project. No Action taken.
- C. Water Tower Renovations, 2020 bond project. No Action taken.
- D. Waterline Rehabilitation 2020 bond project. Advertising to begin at the end of the month. No Action taken.
- E. Waterline intersection project, Wallisville @ Main and @ Thompson Rd. No Action taken.
- F. 104 – Acre Hollis Family tract East of Ellis School Road, update. No Action taken.

Discuss and approve Write-Offs for July, August, and September. A motion was made by Director Birdsong to approve the said Write-Offs. The motion was seconded by Director Boudreaux. The motion was approved 4-0.

Discuss and approve 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 4-0.

Discuss and approve Barn Renovations: See attached Quotes for new overhead doors and reskinning the building. C1 CM, INC is the low bid in the amount of \$65,965.00 for a complete job. A motion was made by Director Birdsong to approve the said Quote for \$65,965.00. The motion was seconded by Director Boudreaux. The motion was approved 4-0.

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

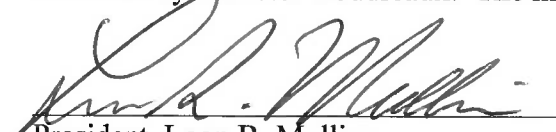
Discuss and approve Financial Statement. The Financial Statement was presented. A motion was made by Director Birdsong to approve the said report. The motion was seconded by Director Boudreaux. The motion was approved 4-0.

General Managers Report and discuss staffing efforts. The General Managers report for September 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 7:05pm. The motion was seconded by Director Boudreaux. The motion was approved 4-0.

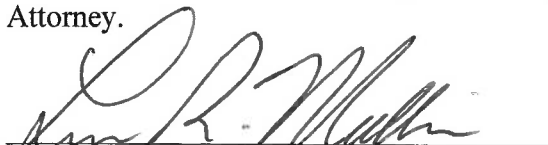
  
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President, Leon R. Mullins

  
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Secretary, Harvey Little

Correction to paragraph of September minutes.

NOTICE IS HEREBY GIVEN THAT HARRIS COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 1 ~~WILL HOLD~~ HELD A PUBLIC HEARING ON A PROPOSED TAX RATE FOR THE TAX YEAR 2020 ON SEPTEMBER 15, 2020 AT 6:00 PM. SAID HEARING WILL BE HELD VIA ZOOM TELEPHONE CONFERENCE PURSUANT TO TEXAS GOVERNMENT CODE, AS AMENDED, AND AS MODIFIED BY THE GOVERNOR OF TEXAS IN THE GOVERNOR'S PROCLAMATION CONCERNING THE COVID-19 PANDEMIC. MEETING ACCESS BY ZOOM TELECONFERENCE/VIDEO CONFERENCE IS: 1-346-248-7799, MEETING ID: 915 0231 6820, PASSCODE: 487431:

The meeting was called to order by President Mullins at 6:00 P.M. In attendance were Directors Birdsong, 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.

  
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President, Leon R. Mullins

  
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