

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 May 11, 2021. The meeting was called to order by President Mullins at 6:00 P.M. In attendance were Directors Birdsong, Little, 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.

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

The accounts payable were presented for the month of April. A motion was made by Director Birdsong to approve the reports as presented. The motion was seconded by Director Little. The motion was approved 4-0.

Citizens before the Board –

- A. Makmo Design LLC., 715 S. Main, Capacity Request. A motion was made by President Mullins to Table this item. The motion was seconded by Director Wright. The motion was approved 4-0.
- B. Dennis McClure, 10 Acres, 612 S. Main, Capacity Request. A motion was made by Director Wright to Table this item until application is presented. The motion was seconded by Director Little. The motion was approved 4-0.
- C. Sam Rodrigues, 2 Acres, 926 Reba, Capacity Request. A motion was made by Director Wright to Table this item. The motion was seconded by Director Birdsong. The motion was approved 4-0.

Supplemental Election Agenda:

A Quorum of Canvassing Authority was established.

Adopt Order Canvassing Returns and Declaring Results of Directors Election. A motion was made by Director Birdsong to Adopt the said Order and Declare Results of Directors Election. The motion was seconded by Director Wright. The motion was approved 4-0.

Administration of Oaths of Office was administered by Zach Petrov, Attorney and the Board Members will remain in the same position for the next term.

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

- A. Wastewater Treatment Plant Improvements – Disaster Relief, Bond / FEMA / TDEM Project: Update. A motion was made by Director Wright to Award WWTP Improvements Disaster Relief – FEMA Project Worksheet 4672, LJA Project No. E073-0540, to Wharton-Smith, Inc, totaling \$7,446,002.00. The motion was seconded by Director Birdsong. The motion was approved 4-0.
- B. East Houston Well Site (Water Plant) Project: Pay estimate #3. A motion was made by Director Wright to pay estimate #3 in the amount of \$462,398.25. The motion was seconded by Director Birdsong. The motion was approved 4-0.
- C. Water Tower Renovations, 2020 bond project: Pay estimate #2, and Change Order #1, Interlocal agreement with GCCISD to fund Alternate A – Eagle Logo. A motion was made by Director Birdsong to pay estimate #2 in the amount of \$38,855.48. The motion

- was seconded by Director Wright. The motion was approved 4-0. A motion was made by Director Birdsong to approve Change Order #1. The motion was seconded by Director Wright. The motion was approved 4-0. A motion was made by Director Birdsong to approve the said Interlocal Agreement. The motion was seconded by Director Wright. The motion was approved 4-0.
- D. Waterline Rehabilitation 2020 bond project: Pay estimate #4. A motion was made by Director Wright to pay Estimate #4 in the amount of \$359,632.00. The motion was seconded by Director Birdsong. The motion was approved 4-0.
 - E. Waterline intersection project, Wallisville @ Main and @ Thompson Rd. No Action Taken.
 - F. Highlands Woods sewer project: Update. No Action Taken
 - G. Risk Assessment: Update. No Action Taken.

Discuss getting quotes for replacement vehicles, one ¾-ton utility truck (Mike), one ½-ton truck (Glenn). A motion was made by Director Wright to replace Mike's truck per quote by Mark Taylor. The motion was seconded by Director Birdsong. The motion was approved 4-0.

Review the 2021 Retirement Plan Assessment and authorize contribution rate. A motion was made by Director Birdsong to approve the 2021 Retirement Plan Assessment and contribution rate. The motion was seconded by Director Wright. The motion was approved 4-0.

Discuss and approve Financial Statement. 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 Wright. The motion was approved 4-0.

Discuss and approve 457 Deferred Compensation Plan Restatement. A motion was made by President Mullins to approve the said Restatement. The motion was seconded by Director Wright. The motion was approved 4-0.

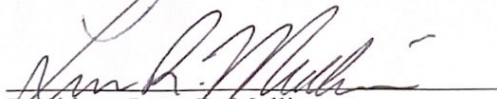
Discuss and approve Tax Collection Report. Mrs. Dawn Muth presented the report. A brief discussion was held. A motion was made by Director Wright to accept the report as presented. The motion was seconded by Director Birdsong. The motion was approved 4-0.

General Managers Report. 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. This list will grow as we dive into the current policies. No Action needed.

A motion was made by Director Birdsong to Adjourn the meeting at 7:05pm. The motion was seconded by Director Wright. The motion was approved 4-0.


President, Leon R. Mullins


Secretary, Harvey Little