

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 July 20, 2021. 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 and Mr. Jimmy Flowers with LJA Engineering.

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

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

Citizens before the Board –

- A. Comfort RV Resort, 1016 North Main, Highlands, TX. 80 Space RV Park. A motion was made by Director Wright to approve capacity for Comfort RV Resort, 80 space RV Park. The motion was seconded by Director Birdsong. The motion was approved 5-0.

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 bond interest payments to Bank of Texas. The motion was seconded by Director Birdsong. The motion was approved 5-0.

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

- A. Wastewater Treatment Plant Improvements – Disaster Relief, Bond / FEMA / TDEM Project: Update. No Action Taken.
- B. East Houston Well Site (Water Plant) Project: Pay estimate #5. A motion was made by President Mullins to pay estimate #5 in the amount of \$939,531.00. The motion was seconded by Director Wright. The motion was approved 5-0.
- C. Water Tower Renovations, 2020 bond project: Pay estimate #4. A motion was made by Director Boudreaux to pay estimate #4 in the amount of \$165,110.00. The motion was seconded by Director Wright. The motion was approved 5-0.
- D. Waterline Rehabilitation 2020 bond project: Pay estimate #6. A motion was made by Director Boudreaux to pay Estimate #6 in the amount of \$65,222.25. The motion was seconded by Director Little. The motion was approved 5-0.
- 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.
- H. 2022 Bond Application Report to the TCEQ: Update. No Action Taken.
- I. 2022 WWTP, TCEQ Wastewater Permit Renewal Assignment Letter. A motion was made by Director Wright to approve the said Assignment Letter. The motion was seconded by Director Boudreaux. The motion was approved 5-0.

Discuss and nominate a person to run for the TML Health Board of Trustees Region 14. No Action Taken.

Discuss and Approve an Interlocal Agreement with Harris-Galveston Subsidence District for the Water Wise Program for the 2021-2022 school year. A motion was made by Director Little to approve the said Interlocal Agreement for the Water Wise Program for 2021-2022 school year in the amount of \$8,360.00. The motion was seconded by Director Boudreaux. 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 Wright. The motion was approved 5-0.

Discuss and Approve the Investment Officers Report. A motion was made by President Mullins to approve the said Report. The motion was seconded by Director Wright. 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 Wright to accept the report as presented. The motion was seconded by Director Boudreaux. The motion was approved 5-0.

Set a Special Meeting to discuss the sale of 2022 Bonds on July 27, 2021, at 6:00pm. A motion was made by Director Little to set a Special Meeting for July 27, 2021, at 6:00pm to discuss the sale of 2022 Bonds. The motion was seconded by Director Boudreaux. The motion was approved 5-0.

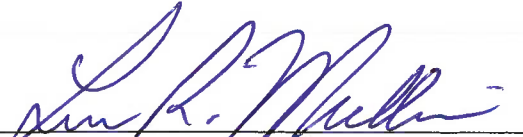
Discuss and approve Financial Statement. The Financial Statement was presented. A brief discussion was held. A motion was made by Director Birdsong to approve the said report. The motion was seconded by Director Boudreaux. The motion was approved 5-0.

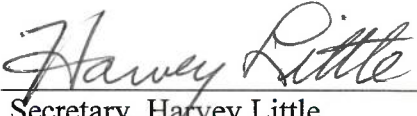
General Managers Report. The General Managers report was presented. No Action needed.

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. Include a Retirement Policy. No Action needed.

A motion was made by President Mullins to Adjourn the meeting at 6:53pm. The motion was seconded by Director Boudreaux. The motion was approved 5-0.

  
\_\_\_\_\_  
President, Leon R. Mullins

  
\_\_\_\_\_  
Secretary, Harvey Little

July 27, 2021

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 27<sup>th</sup> DAY OF JULY, 2021 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, and Wright. Also in attendance was Mr. Mark Taylor, General Manager, Mr. Jimmy Flowers with LJA Engineering, Mr. Zach Petrov, Attorney, and Mr. Andrew Friedman with SAMCO.


DISCUSS ISSUING THE REMAINING VOTED BONDS IN 2022 TO COMPLETE PROJECTS WITH THE DISTRICT'S FINANCIAL ADVISOR, ANDREW FRIEDMAN WITH SAMCO CAPITAL, AND THE DISTRICT'S BOND COUNSEL ATTORNEY, ZACKARY PETROV WITH JOHNSON PETROV, LLP. A motion was made by Director Little to Issue the remaining Voted Bonds in 2022 to complete projects. The motion was seconded by Director Wright. The motion was approved 4-0.

Discuss and approve a Resolution Authorizing Reimbursement of General Fund from Proceeds of a Future Bond Issue. A motion was made by Director Wright to approve the said Resolution. The motion was seconded by Director Birdsong. The motion was approved 4-0.

Discuss and approve an Order Authorizing Application to the Texas Commission on Environmental Quality for Approval of Projects and Issuance of Bonds. A motion was made by President Mullins to approve an Order Authorizing Application to the Texas Commission on Environmental Quality for Approval of Projects and Issuance of Bonds. The motion was seconded by Director Wright. The motion was approved 4-0.

Discuss and approve Change Order No. 1, Waterline Rehabilitation 2020 Bond Project. A motion was made by Director Birdsong to approve Change Order No. 1 and add 60 days to the project. The motion was seconded by Director Wright. The motion was approved 4-0.

A motion was made by Director Birdsong to adjourn the special meeting at 6:24 P.M. The motion was seconded by Director Wright. The motion was approved 4-0.

  
\_\_\_\_\_  
President, Leon R. Mullins

  
\_\_\_\_\_  
Secretary, Harvey Little