

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 10, 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, Mr. Jimmy Flowers with LJA Engineering, Mr. Zach Petrov, Attorney and Mr. Josh Rambo with McCall Gibson Swedlund Barfoot PLLC, CPA.

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

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

Citizens before the Board – None

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

- A. Wastewater Treatment Plant Improvements – Disaster Relief, Bond / FEMA / TDEM Project: A motion was made by Director Wright to pay Estimate #1 in the amount of \$228,855.00. The motion was seconded by Director Boudreaux. The motion was approved 5-0.
- B. East Houston Well Site (Water Plant) Project: Pay estimate #6. A motion was made by Director Little to pay estimate #6 in the amount of \$74,370.75 with an extension of 18 days. The motion was seconded by Director Wright. The motion was approved 5-0.
- C. Water Tower Renovations, 2020 bond project: Pay estimate #5. A motion was made by Director Wright to pay estimate #5 in the amount of \$157,890.00 with a 9-day extension plus 46 additional days. The motion was seconded by Director Boudreaux. The motion was approved 5-0.
- D. Waterline Rehabilitation 2020 bond project: Pay estimate #7. A motion was made by Director Little to pay Estimate #7 in the amount of \$153,111.50. The motion was seconded by Director Boudreaux. 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. Update. No Action Taken.

Discuss 2-year Depository Agreement and Extension with Woodforest Bank expiring on December 22, 2021. No Action Taken.

Discuss 2020-21 Budget and Set time and date for the 2021-22 Budget and Rate Ordinance Workshop, August 24, at 6:00pm. A motion was made by President Mullins to set the Budget and Rate Ordinance Workshop for August 24, 2021, at 6:00pm. The motion was seconded by Director Wright. The motion was approved 5-0.

Discuss and Approve the proposal from, McCall Gibson Swedlund Barfoot PLLC, CPA for the 2020-21 year end audit. A motion was made by President Mullins to approve the said proposal for the 2020-21 year end audit. The motion was seconded by Director Wright. The motion was approved 5-0.

Discuss and Adopt a Resolution Concerning District Characterization for 2021 Tax Year. A motion was made by Director Wright to Adopt a Resolution Concerning District Characterization for 2021 Tax Year. The motion was seconded by Director Boudreaux. 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.

- A. Propose a 2021 tax rate, set public hearing date, and authorize notice of tax rate calculations and public hearing on the District's adoption of the 2021 tax rate. This will be done at the next regular business meeting.

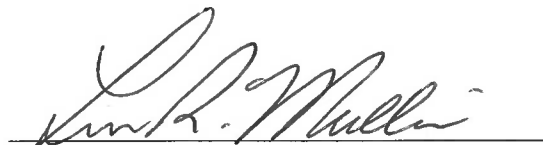
Discuss and approve Financial Statement. The Financial Statement was presented. A brief discussion was held. A motion was made by Director Birdsong to approve the said report. The motion was seconded by Director Boudreaux. The motion was approved 5-0.

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 Director Birdsong to Adjourn the meeting at 7:07pm. The motion was seconded by Director Wright. The motion was approved 5-0.



President, Leon R. Mullins



Secretary, Harvey Little

August 24, 2021

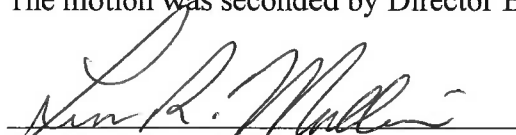
NOTICE IS HEREBY GIVEN OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF HARRIS COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 1 TO BE HELD IN THE OFFICE AT 125 SAN JACINTO, HIGHLANDS, TEXAS ON THE 24th DAY OF AUGUST, 2021 AD AT 6:00 P.M. O'CLOCK, AT WHICH TIME THE FOLLOWING ITEMS OF BUSINESS WILL BE CONSIDERED. The meeting was called to order by President Mullins at 6:00 P.M. In attendance were Directors Birdsong, Little, 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 – 2021. No Action taken.

Update on Bond Application, Tax Roll Estimates, and information on monthly financial reports. No Action Taken.

A motion was made by President Mullins to adjourn the special meeting at 7:05 P.M. The motion was seconded by Director Boudreaux. The motion was approved 5-0.



President, Leon R. Mullins



Secretary, Harvey Little