

NOTICE WAS HEREBY GIVEN THAT HARRIS COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 1 HELD A PUBLIC HEARING ON A PROPOSED TAX RATE FOR THE TAX YEAR 2021 IN THE OFFICE AT 125 SAN JACINTO, HIGHLANDS, TEXAS ON THE 12TH DAY OF OCTOBER 2021 AD AT 6:00 P.M. O'CLOCK, AT WHICH TIME THE FOLLOWING ITEMS OF BUSINESS WERE CONSIDERED:

1. Certify a Quorum and Open Public Hearing on the proposed 2021 Tax Rate. No Action Taken.
2. Public Hearing on the proposed 2021 Tax Rate. A brief discussion was held about the Tax Rate. No Action Taken.
3. Close the Public Hearing. A motion was made by President Mullins to Close the Public Hearing. The motion was seconded by Director Wright. The motion was approved 4-0.

IMMEDIATELY FOLLOWING THE PUBLIC HEARING, 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 12, 2021. IN ATTENDANCE WERE PRESIDENT MULLINS, DIRECTORS 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.

Discuss and Adopt an Order Setting Rate and Levying a Tax for Harris County Water Control & Improvement District No. 1 for 2021. A motion was made by Director Wright to Adopt the Said Order. The motion was seconded by Director Boudreaux. The motion was approved 4-0.

Discuss and Adopt a Resolution Concerning the Tax Collection Procedures. A motion was made by Director Little to Adopt the Said Resolution. The motion was seconded by Director Wright. The motion was approved 4-0.

Discuss and Adopt the Amended District Information Form and authorize filing of the Amended District Information Form. A brief discussion was held where Mr. Zach Petrov explained the Amended Form. A motion was made by Director Wright to Adopt the Amended District Information Form and authorize the filing of the form. 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 President Mullins to approve the minutes with corrections. The motion was seconded by Director Wright. The motion was approved 4-0.

Correction to September minutes:

A motion was made by Director Wright to Pay Estimate #8. The motion was seconded by Director Boudreaux.

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

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: Pay estimate #3. \$138,405.50. A motion was made by President Mullins to pay Estimate #3 in the amount of \$138,405.50 with a 7-day extension. The motion was seconded by Director Wright. The motion was approved 4-0.
- B. East Houston Well Site (Water Plant) Project: Pay estimate #7. A motion was made by President Mullins to Table this item until the next meeting. The motion was seconded by Director Wright. The motion was approved 4-0.
- C. Water Tower Renovations, 2020 bond project: Pay estimate #7. A motion was made by Director Little to pay estimate #7 in the amount of \$12,350.00 with a 13-day extension. The motion was seconded by Director Boudreaux. The motion was approved 4-0.
- D. Waterline Rehabilitation 2020 bond project: Pay estimate #9 in the amount of \$84,526.25. A motion was made by Director Wright to pay estimate #9 in the amount of \$84,526.25. The motion was seconded by Director Boudreaux. 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.
- H. 2022 Bond Application Report to the TCEQ: Update. No Action Taken.
- I. 2022 WWTP, TCEQ Wastewater Permit Renewal. Update. No Action Taken.

Discuss and approve Write-Offs for July, August, and September. A motion was made by Director Wright 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 President Mullins to approve the Said Report. 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 Little to accept the report as presented. The motion was seconded by Director Boudreaux. 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 Little to approve the said report. The motion was seconded by Director Boudreaux. The motion was approved 4-0.

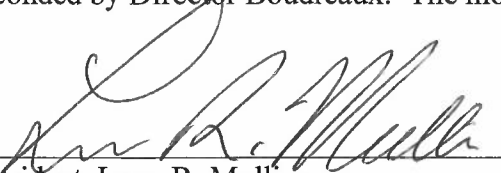
General Managers Report and discuss staffing efforts. The General Managers report was presented. No Action needed.

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

C. Discuss and adopt a Resolution Regarding Authority to Sign Disbursements. A motion was made by Director Little to adopt the Said Resolution with the Authority to Sign Disbursements being the General Manager and one Board member or two Board members. The motion was seconded by Director Boudreaux. The motion was approved 4-0.

A motion was made by Director Little to Adjourn the meeting at 7:23pm. The motion was seconded by Director Boudreaux. The motion was approved 4-0.



President, Leon R. Mullins



Secretary, Harvey Little