

Harris County Water Control and Improvement Dist. No. 1

125 San Jacinto Avenue

Phone (281) 426-2115

Highlands, Texas 77562



NOTICE IS HEREBY GIVEN OF THE REGULAR 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 11th DAY OF JANUARY 2022 AD AT 6:00 P.M. O'CLOCK, AT WHICH TIME THE FOLLOWING ITEMS OF BUSINESS WILL BE CONSIDERED:

1. Discuss and approve minutes for the month of December.
2. Discuss and approve accounts payable for the month of December.
3. Citizens before the Board.
 - a. 715 S. Main, Adil Zahir, capacity letter extension request.
4. Discuss and approve 2020-21-year end audit.
5. Discuss and or approve any necessary actions for the following items:
 - a. Wastewater Treatment Plant Improvements – Disaster Relief, Bond / FEMA / TDEM Project: Pay estimate #6.
 - b. East Houston Well Site (Water Plant) Project: Pay estimate #7.
 - c. Water Tower Renovations, 2020 bond project: Final retainage estimate / estimate #10, and project close out paperwork.
 - d. Waterline Rehabilitation 2020 bond project: Pay estimate #12.
 - e. Waterline intersection project, Wallisville @ Main and @ Thompson Rd.
 - f. Highland Woods sewer project: Update.
 - g. Risk Assessment: Update.
 - h. 2022 WWTP, TCEQ Wastewater Permit Renewal: Update.
6. Discuss and approve bond interest and principal payments to Bank of Texas, a division of BOK Financial, Bank of Oklahoma.
7. Discuss and authorize a resolution to open a checking account for the 2022 bond funds.
8. Discuss and approve the Write-Offs for October, November, and December.
9. Discuss and approve the Investment Officers Report.
10. Discuss and approve Financial Statements for November and December.
11. Discuss and approve Tax Collection Report.

12. General Managers Report.

13. Attorney Report:

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.


14. Convene in executive session to discuss personnel matters pursuant to Open Meetings Act Section 551.074 of the Texas Government Code and/or Section 551.071 of the Texas Government Code for consultation with Attorney for pending or contemplated litigation.

1. Personnel.

15. Re-convene in open session and authorize any necessary action concerning personnel matters and/or pending or contemplated litigation.

16. Adjournment.




Mark Taylor, General Manager

CERTIFICATE OF POSTING

STATE OF TEXAS

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COUNTY OF HARRIS

I Mark Taylor, do hereby certify that on the 6th day of January 2022 I posted a copy of the attached Notice of Meeting of the Board of Directors of HARRIS COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NUMBER 1 of Harris County, Texas, within the boundaries of the District in a place readily accessible to the general public at all times, and that said notice on the District's website, and that said notice was posted more than seventy-two (72) hours prior to the scheduled time of said meeting, in compliance with the provisions of Chapter 551 of the Texas Government Code.

EXECUTED this 6th day of January 2022.


Mark Taylor, General Manager