

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 December 14, 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. Andrew Friedman, Financial Advisor with Samco.

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

Citizens before the Board –

- A. Susie Spurgeon, 827 Cambridge Drive, requesting reimbursement for plumbing cost of \$925.00. Customer was not present at meeting.

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

- A. Wastewater Treatment Plant Improvements – Disaster Relief, Bond / FEMA / TDEM Project: Pay estimate #5. No Action Taken.
- 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 5-0.
- C. Water Tower Renovations, 2020 bond project: Pay estimate #9. A motion was made by Director Birdsong to pay estimate #9 in the amount of \$88,350.00. The motion was seconded by Director Boudreaux. The motion was approved 5-0.
- D. Waterline Rehabilitation 2020 bond project: Pay estimate #11 in the amount of \$15,736.75. A motion was made by Director Birdsong to pay estimate #11 in the amount of \$15,736.75. The motion was seconded by Director Wright. 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 WWTP, TCEQ Wastewater Permit Renewal. Update. No Action Taken.

Discuss and take action of the Sale of \$8,150,000.00 Unlimited Tax Bonds, Series 2022 including:

- A. Receive and Accept the Bids for the purchase of the District's \$8,150,000.00 Unlimited Tax Bonds, Series 2022. A motion was made by Director Birdsong to accept the bid from Baker Group. The motion was seconded by Director Wright. The motion was approved 5-0.
- B. Approve the final form of the Official Statement and Adopt an Order Authorizing the Issuance of \$8,150,000.00 Unlimited Tax Bonds, Series 2022; a Transfer and Paying Agent Agreement; and Other Matter Related Thereto. A motion was made by Director Little to approve the said final form and Adopt the said Order. The motion was seconded by Director Boudreaux. The motion was approved 5-0.
- C. Approve the Attorney General's Bond Transcript Fee and TCEQ Fee. A motion was made by Director Wright to approve the Attorney General's Bond Transcript Fee in the amount of \$8,150.00 and the TCEQ Fee in the amount of \$20,375.00. The motion was seconded by Director Birdsong. The motion was approved 5-0.

Discuss the District's selection of a depository for funds of the District and adopt a Resolution Approving an Amendment to the Depository Agreement with Woodforest National Bank, the Intra-Fi Network Agreement, and Intra-Fi Transaction Form. A motion was made by Director Birdsong to adopt the said Resolution. 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 Birdsong to accept the report as presented. The motion was seconded by Director Wright. 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 6:46pm. The motion was seconded by Director Boudreaux. The motion was approved 5-0.



President, Leon R. Mullins



Secretary, Harvey Little