

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 February 15, 2022. The meeting was called to order by President Mullins at 6:02 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, and Mr. Zach Petrov, Attorney.

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

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

Citizens before the Board –

- A. Griselda Balderas – 610 N. Magnolia, Permit dispute. Not in attendance.
- B. Bobby Patel – New service, 1701 S. Main. No Action taken.

Discuss and approve undated Rate Order. A motion was made by Director Wright to approve the said Rate Order. The motion was seconded by Director Little. 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: Pay estimate #7 and Change Order #1. A motion was made by Director Wright to pay estimate #7 in the amount of \$590,938.00. The motion was seconded by Director Boudreaux. The motion was approved 5-0. A motion was made by Director Birdsong to pay Change Order #1 in the amount of \$21,456.62 with 15 calendar days extension.
- B. East Houston Well Site (Water Plant) Project: Pay estimate #7. A motion was made by Director Little to pay estimate #7 in the amount of \$59,289.50. The motion was seconded by Director Boudreaux. The motion was approved 5-0.
- C. Water Tower Renovations, 2020 bond project: Updated coating warranty. A motion was made by Director Birdsong to approve the 5-year coating warranty. The motion was seconded by Director Boudreaux. The motion was approved 5-0.
- D. Waterline Rehabilitation 2020 bond project: Pay estimate #13. A motion was made by Director Wright to Table this item. 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. A motion was made by President Mullins to make two point repairs in Highland Woods. The motion was seconded by Director Wright. The motion was approved 5-0.
- G. Risk Assessment: Update. No Action Taken.
- H. 2022 WWTP, TCEQ Wastewater Permit Renewal. Update. No Action Taken.
- I. Proposal for 2022 water line replacement phase 1. A motion was made by President Mullins to Table this item until a resolution is received from FEMA. The motion was seconded by Director Little. The motion was approved 5-0.

Discuss and Adopt Resolution Regarding Annual Review of Investment Policy. This Policy was updated on February 13, 2018. A motion was made by Director Birdsong to Adopt the Said Resolution. 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 Director Birdsong to approve the said Report. The motion was seconded by Director Wright. The motion was approved 5-0.

Discuss and approve Financial Statements for January. A motion was made by Director Birdsong to approve the said Financial Statement. 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 Little to accept the report as presented. The motion was seconded by Director Birdsong. The motion was approved 5-0.

Discuss and Adopt Tax Orders:

- A. Order determining Ad Valorem Tax Exemptions.
- B. Order Authorizing Additional 20% Penalty on Delinquent Tax Accounts.
- C. Resolution Authorizing Petition Challenging Appraisal Records.

A motion was made by Director Wright to Adopt the Said Tax Orders. The motion was seconded by Director Birdsong. The motion was approved 5-0.

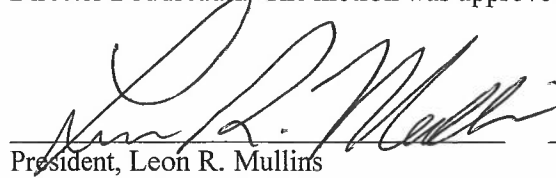
Discuss and approve moving the March meeting to March 22, 2022. A motion was made by President Mullins to move the March meeting to March 22, 2022. The motion was seconded by Director Wright. The motion was approved 5-0.

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

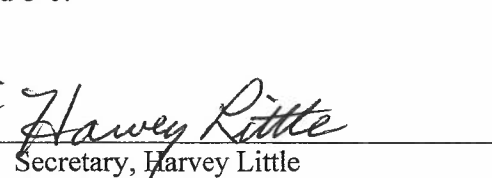
Attorney's Report:

- A. Discuss and Adopt the Amended District Information Form. A motion was made by Director Birdsong to Adopt the Amended District Information Form. The motion was seconded by Director Boudreaux. The motion was approved 5-0.
- B. 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 Little to Adjourn the meeting at 7:03pm. The motion was seconded by Director Boudreaux. The motion was approved 5-0.



President, Leon R. Mullins



Secretary, Harvey Little