

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 July 19, 2022. The meeting was called to order by President Mullins at 6:00 P.M. In attendance were Directors Wright, Little, and Boudreaux. Also in attendance were Mr. Mark Taylor, General Manager, Mrs. Dawn Muth, Tax Assessor, Mr. Jimmy Flowers with LJA Engineering, and Mr. Will Petrov, Attorney.

The minutes for the month of June were presented. A motion was made by Director Wright to approve the minutes. 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 Wright to accept the report as presented. The motion was seconded by Director Boudreaux. The motion was approved 4-0.

- A. Discuss and approve updated agreement for tax collections services with San Jacinto Tax Service. A motion was made by Director Wright to approve the updated agreement for tax collections services. The motion was seconded by Director Boudreaux. The motion was approved 4-0.

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

Citizens before the Board –

- A. Comfort RV Resort, 1016 North Main, Highlands, TX. 80 Space RV Park request for capacity letter extension. A motion was made by Director Wright to approve the request for capacity letter extension for 80 Space RV Park, Comfort RV Resort, 1016 North Main. The motion was seconded by President Mullins. The motion was approved 4-0.

Discuss and approve Bond Interest payments to Bank of Texas, a division of BOK Financial, Bank of Oklahoma. A motion was made by President Mullins to approve the Said Bond Interest payments. The motion was seconded by Director Wright. The motion was approved 4-0.

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

- A. Wastewater Treatment Plant Improvements – Disaster Relief, Bond / FEMA / TDEM Project: Pay estimate #12 in the amount of \$429,226.69. A motion was made by President Mullins to pay estimate #12 in the amount of \$429,226.69. The motion was seconded by Director Little. The motion was approved 4-0.
- B. Waterline intersection project, Wallisville @ Main and @ Thompson Rd. No Action Taken.
- C. 2022 WWTP, TCEQ Wastewater Permit Renewal: Update. No Action Taken.
- D. 2022 water line replacement phase 1: Update. No Action required.
- E. Removal of old electrical service at East Houston Well Site. Service has been removed. No Action required.

Public Management: Update on FEMA funding for the WWTP Project. A brief discussion was held. No Action Taken.

Discuss and approve an Interlocal Agreement with Harris-Galveston Subsidence District for the Water Wise Program for the 2022-2023 school year. Sponsorship of 1000 students for 84 Million Ground Water Credits. A motion was made by Director Little to approve the Said Agreement in the amount of \$38,000.00. The motion was seconded by Director Boudreaux. The motion was approved 4-0.

Discuss and Approve the Write-Offs for April, May, and June. A motion was made by President Mullins to approve the Said Write-Offs. The motion was seconded by Director Wright. The motion was approved 4-0.

Discuss and Approve the Investment Officers Report. A motion was made by President Mullins to approve the Said Investment Officers Report. The motion was seconded by Director Wright. The motion was approved 4-0.

Set a Special Meeting to discuss personnel policy, August 2, 2022 at 6:00pm. A motion was made by Director Little to approve the Said Special Meeting. The motion was seconded by Director Wright. The motion was approved 4-0.

Discuss and approve moving the August 9, 2022, meeting to August 16, 2022. A motion was made by Director Wright to approve the Said date meeting change. The motion was seconded by Director Boudreaux. The motion was approved 4-0.

Discuss TCEQ Letter Dated June 9, 2022. Notice of Violation. No Action required.

Discuss and approve Financial Statement for June. A motion was made by Director Little to approve the said Financial Statement. The motion was seconded by Director Boudreaux. The motion was approved 4-0.

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. 5. Include a Retirement Policy. No Action required.
- B. Discuss damage to District property on N. Main: Sewer main ripped out by County Paving Contractor. "Aranda Brothers Construction (ABC)". No Action required.


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. Discussion only.

A. Personnel. Discussion only.

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

A motion was made by President Mullins to Appoint John Wright to replace Vice President, Bobby Birdsong's vacancy. 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 6:58pm. The motion was seconded by Director Wright. The motion was approved 4-0.



President, Leon R. Mullins



Secretary, Harvey Little