

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 14, 2023. The meeting was called to order by President Mullins at 6:00 P.M. In attendance were Directors Wright, Little, Boudreaux and Angelle. 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 Boudreaux. The motion was approved 5-0.

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

#### Supplemental Election Agenda

- A. Notice of Appointment of Designated Agent. No Action Taken.
- B. Update on May 6, 2023 Directors Election matters, and take any necessary actions on same. No Action Taken.
- C. Adopt Order Calling Directors Election scheduled for Saturday, May 6, 2023. A motion was made by Director Wright to Adopt the Said Order. The motion was seconded by Director Angelle. The motion was approved 5-0.
- D. Determine canvassing date for May 6, 2023 Directors Election. No Action Taken.

#### Citizens before the Board –

- A. Discuss and or approve capacity on Hollis Family Tract owned by High Catch, LLC – 443 Multi-family Mobile Home Development with outside district services for the southern tract. No Action Taken.
- B. Honey Stop #8, Manager Sunny, to discuss large water leak after the freeze. No Action Taken. Tabled until March meeting.
- C. 303 Ellis School Rd – Letter sent by Customer to the Board of Directors because of leak – A motion was made by President Mullins to write off \$135.00 for sewer because of leak. See letter. The motion was seconded by Director Wright. The motion was approved 5-0.

#### Discuss and approve updated Rate Order.

- A. To increase the minimum charge for water and sewer for RV Parks, Hotels and Motels to mirror minimum charge for Multi-Family of 90%.
- B. To increase the amount currently charged for the Application for Capacity to \$3,000.00 Administrative fee and \$2,000.00 Engineering Deposit.

A motion was made by Director Angelle to approve the Said updated Rate Order. The motion was seconded by President Mullins. 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 #19 and change order #7. A motion was made by President Mullins to pay estimate #19 in the amount of \$180,122.55. The motion was seconded by Director Wright. The motion was approved 5-0. A motion was made by President Mullins to Pay Change Order #7 in the amount of \$182,863.39. The motion was seconded by Director Wright. The motion was approved 5-0.
- B. 2022 water line replacement phase 1: Update. No Action required.

Public Management: Update on FEMA funding for the WWTP Project. No Action Taken.

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

Discuss and or approve LJA Proposal for Phase 1 of the LCRR service line inventory project, mandated by the EPA and TCEQ. See attached proposals. A motion was made by Director Wright to approve the Said Proposal in the amount of \$5,000.00, lump sum amount. The motion was seconded by Director Boudreaux. The motion was approved 5-0.

Discuss the need and benefits of a new billing program. See attached quote. No Action Taken.

Discuss and Adopt Tax Orders: A, B, & C.

- 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 Angelle to Adopt Tax Orders A, B, & C. The motion was seconded by Director Boudreaux. The motion was approved 5-0.

Discuss and approve moving the March meeting to March 21, 2023. A motion was made by Director Wright to approve the date change of the March meeting to March 21, 2023. The motion was seconded by Director Little. The motion was approved 5-0.

Discuss and approve Financial Statements for January. A motion was made by Director Little to approve the said Financial Statements. The motion was seconded by Director Boudreaux. The motion was approved 5-0.

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

Attorney's Report:

- A. Discuss damage to District property on N. Main: Sewer main ripped out by County Paving Contractor. "Aranda Brothers Construction (ABC)". A check for \$143,195.85 is being held at the district office for the Wallisville water line relocation project.

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.

- A. Personnel. James Maxwell.
- B. Land Purchase.
- C. Safety Policy.
- D. Employee Evaluation Form.

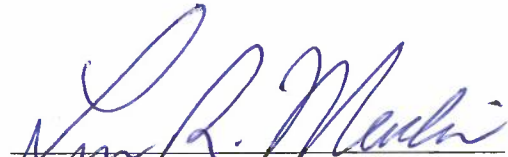
Re-convene in open session and authorize any necessary action concerning personnel matters and /or pending or contemplated litigation.

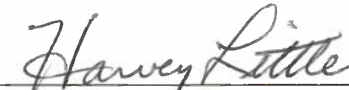
Discussion: Land Purchase.

A motion was made by Director Wright to purchase land for \$80,000.00. The motion was seconded by Director Little. The motion was approved 5-0.

Discussion: Safety Policy. No Action Taken

A motion was made by President Mullins to Adjourn the meeting at 7:37 pm. The motion was seconded by Director Boudreaux. The motion was approved 5-0.

  
\_\_\_\_\_  
President, Leon R. Mullins

  
\_\_\_\_\_  
Secretary, Harvey Little