

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 March 21, 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 February were presented. A motion was made by Director Wright to approve the amended minutes, Letter to the Board, Sylvia Barron, 303 Ellis School Rd, added omitted motion to the minutes. The motion was seconded by Director Angelle. The motion was approved 5-0.

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

Citizens before the Board –

- A. Discuss Laura and Tommy Scott, additional 30-unit capacity for the RV Park, 801 Battlebell. A motion was made by Director Wright to approve the additional 30-RV unit capacity for 801 Battlebell. The motion was seconded by Director Boudreaux. The motion was approved 5-0.
- B. Discuss Pedro A. Diaz, additional capacity for 5 units, 215 N. Magnolia. A motion was made by Director Little to approve the 5 additional units at 215 N. Magnolia. The motion was seconded by Director Boudreaux. The motion was approved 5-0.
- C. 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. A motion was made by President Mullins to approve the release of draft agreement to developer. The motion was seconded by Director Wright. The motion was approved 5-0.
- D. Discuss Linda Boyd, 206 N. Main, large water leak and requesting help with the bill. A motion was made by President Mullins to write off \$90.00 of sewer charges, customer to pay minimum bill of \$144.00 for water. The motion was seconded by Director Angelle. The motion was approved 5-0.
- E. Discuss Rayburn and Diane Beaubouef, 200 S. 4th, large water leak requesting help with the bill. A motion was made by Director Wright to write off \$90.00 of sewer charges and waive late fees, customer offered payment plan to pay \$1,358.10 for water. The motion was seconded by Director Boudreaux. 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 #20. A motion was made by Director Little to pay estimate #20 in the amount of \$5,700.00 plus an 18-day calendar extension. The motion was seconded by Director Boudreaux. The motion was approved 5-0.
- B. Wastewater Treatment Plant Improvements – Disaster Relief, Bond/FEMA/TDEM Project: LJA Attachment C, Reconciliation Form, Final Adjustment Basic Engineering Fees \$109,672.95. A motion was made by Director Wright to approve said documents and pay \$109,672.95 for Final Adjustment Basic Engineering fee. The motion was seconded by Director Boudreaux. The motion was approved 5-0.
- C. 2022 water line replacement phase 1: Update. No Action required.
- D. LCRR Service Line Inventory Project: Update. No Action required.
- E. Date for LJA/HWCID1 Fish Fry. Friday, April 21,2023 at 11:00 A.M. Information only.

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

Supplemental Election Agenda

- A. Adopt Order Declaring Unopposed Candidates Elected to Office and Canceling Election. The motion was made by Director Wright to adopt the said order. The motion was seconded by Director Little. The motion was approved 4-0, Director Boudreaux was absent from the vote.

Discuss and approve Financial Statements for February. A motion was made by Director Little to approve the said Financial Statements. The motion was seconded by Director Angelle. 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 Angelle to accept the report as presented. The motion was seconded by Director Wright. The motion was approved 4-0.

- A. A motion was made by Director Angelle to approve the request for write off on Koci Marvin for \$852.31. The motion was seconded by Director Wright. The motion was approved 4-0.

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. No Action Taken.


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 matters, including employee cost of living adjustments.
- B. Safety Policy.

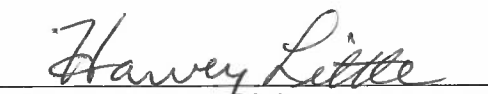
Re-convene in open session and authorize any necessary action concerning personnel matters and /or pending or contemplated litigation.

- A. Approve employee cost of living adjustments as proposed and raise for Mark Taylor, general manager, and truck allowance. A motion to approve the said adjustments was made by President Mullins. The motion was seconded by Director Wright. The motion was approved 4-0.
- B. Adopt and Approve Safety Policy as amended. A motion to approve said Policy as amended was made by Director Wright. The motion was seconded by Director Angelle. The motion was approved 4-0.

A motion was made by Director Wright to Adjourn the meeting at 7:47 pm. The motion was seconded by Director Angelle. The motion was approved 4-0.



President, Leon R. Mullins



Secretary, Harvey Little