

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 April 9, 2019. The meeting was called to order by President Mullins at 6:00 P.M. In attendance were Directors Little, Birdsong, Boudreaux and Wright. Also in attendance were Mr. Mark Taylor, General Manager, Mr. Jimmy Flowers with LJA Engineering, Mrs. Dawn Muth, Tax Assessor and Mr. Zach Petrov, Attorney.

The minutes for the month of March were presented. A motion was made by Director Birdsong to approve the minutes. The motion was seconded by Director Boudreaux. The motion was approved 4-0.

The accounts payable were presented for the month of March. A brief discussion was held. A motion was made by Director Birdsong to approve the report as presented. The motion was seconded by Director Wright. 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 Wright. The motion was approved 5-0.

Citizens before the Board

- A. Gregorio Collazo, replace tool box. A motion was made by Director Wright to pay \$500.00 to replace Tool Box for Gregorio Collazo. Mr. Collazo's tool box was damaged by a tree falling across the fence from the Sewer Plant. The motion was seconded by Director Birdsong. The motion was approved 5-0.
- B. John Calderon, 305 Ave E, 8 Mobile Home Units. No Action Taken.
- C. Debbi Stockwell, 1011 S. Main. 100 Unit RV Park. No Action Taken.

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

- A. Waterline extensions: Jones Rd, Lyndale Drive, Julie Lane and Camp Rd, and Project #E073-0550-2018.- A brief discussion was held. The work has begun. No Action taken.
- B. Battlebell Water Plant Project - Discuss Estimate No. 15 for LJA Project E073-0520-2017. No Action Taken.
- C. Wastewater Treatment Plant Digester. – Plans in progress – 65% complete with Design Phase. No Action taken.
- D. Bluebell Lift Station Project - Discuss Estimate No. 5 for LJA Project E073-0560-2018, and a 45-day time extension due to adverse weather. A motion was made by Director Wright to approve Pay Estimate No. 5 for LJA Project E073-0560-2018 with 45 day extension request, in the amount of \$122,730.50. The motion was seconded by Director Boudreaux. The motion was approved 5-0.

- E. East Houston Well Site (Water Plant) Project – Project 80% complete with Design Phase. No Action taken.
- F. Approve a Resolution amending the Drought Contingency Plan. – A motion was made by Director Birdsong to approve the said Resolution as Amended. The motion was seconded by Director Wright. The motion was approved 5-0.
- G. LJA letter for alleged violations found during the investigation #1506243 on August 2, 2018. No Action taken.
- H. FEMA Update. A phone conference was held and it will be approximately 1 to 2 months before a final decision is made. No Action taken.
- I. Discuss and approve the Write-Offs for January, February and March. A motion was made by Director Birdsong to approve the said Write-Offs. The motion was seconded by Director Boudreaux. The motion was approved 5-0.
- J. Discuss and approve the Investment Officers Report. A motion was made by Director Wright to approve the said Report. The motion was seconded by Director Boudreaux. The motion was approved 5-0.

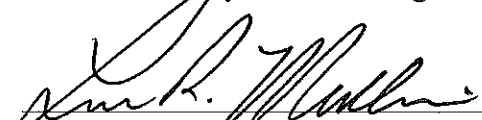
The Financial Statement was presented. A brief discussion was held. A motion was made by Director Birdsong to approve the said report. The motion was seconded by Director Little. The motion was approved 5-0.

The General Managers report was presented. A brief discussion was held. Emergency repairs need to be made. A motion was made by Director Little to purchase a drive unit to repair the clarifier in the amount of \$37,092.00 and to hire a Contractor to do the repairs in the amount of \$18,650.25. The total cost of the work to repair the clarifier is \$55,742.25. The motion was seconded by Director Boudreaux. The motion was approved 5-0.

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. This list will grow as we dive into the current policies. No Action taken.

A motion was made by Director Birdsong to Adjourn the meeting at 7:07pm. The motion was seconded by Director Wright. The motion was approved 5-0.



President, Leon R. Mullins



Secretary, Harvey Little