

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 December 11, 2018. 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. June Muth and Mrs. Dawn Muth, Tax Assessors and Mr. Zach Petrov, Attorney.

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

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

Discuss and approve Tax Collection Report. Mrs. June 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. Approve Mr. Oswaldo Morales's request for a 6 month extension on his Mobile Home Park project for 9 additional units at 1100 East Canal. A motion was made by Director Birdsong to approve the said request for extension. The motion was seconded by Director Boudreaux. The motion was approved 5-0.

Discuss annexation pros and cons, look over policies from other districts and look over draft annexation policy, set a special meeting after the first of the year if needed. A brief discussion was held. 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.- No Action taken.
- B. Battlebell Water Plant Project discuss letter of Liquidated Damages sent to the Contractor, Estimate No. 14 for LJA Project E073-0520-2017. A brief discussion was held. No action taken.
- C. Wastewater Treatment Plant Digester. –A brief discussion was held and plans are in progress. No Action taken.
- D. Bluebell Lift Station Project - Discuss new date to proceed, December 5, 2018, Estimate No. 1 for LJA Project E073-0560-2018. A motion was made by Director Birdsong to Pay Estimate #1 in the amount of \$47,500.00. The motion was seconded by Director Boudreaux. The motion was approved 5-0.
- E. East Houston Well Site (Water Plant) Project – No Action taken.
- F. Drought Contingency Plan. - No Action taken.

G. LJA letter for addressing alleged violations found during the investigation #1506243 on August 2, 2018, update. – No Action taken.

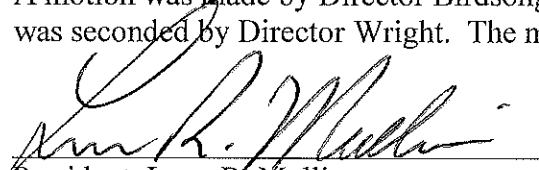
The Financial Statement was presented. A brief discussion was held. A motion was made by Director Birdsong to approve the said report with corrections coming next month. The motion was seconded by Director Boudreaux. The motion was approved 5-0.

The General Managers report was presented. A brief discussion was held.

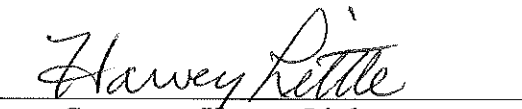
Attorney's Report:

- A. Update on personnel policy/ safety policy – 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 7:48pm. The motion was seconded by Director Wright. The motion was approved 5-0.



President, Leon R. Mullins



Secretary, Harvey Little