

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 9, 2019. The meeting was called to order by President Mullins at 6:02 P.M. In attendance were Directors Little, Birdsong, Boudreaux and Wright. Also in attendance were Mr. Mark Taylor, General Manager, Mrs. June Muth, Tax Assessor, Mr. Jimmy Flowers with LJA Engineering, Mr. Zach Petrov, Attorney, Mr. E. Derick Mendoza, Tax Attorney, and Mr. Barry Colbert with Linebarger Law Firm.

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 Birdsong. The motion was approved 5-0.

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

Citizens before the Board –

- a. Discuss and approve request for extension on capacity letter issued on January 16, 2019 for 803 N. Main, ARNY Sunrise Realty, LLC (Adam Flores). A motion was made by Director Birdsong to approve the said extension for 6 months. The motion was seconded by Director Wright. The motion was approved 5-0.
- b. Discuss and approve request for extension on capacity letter issued on January 16, 2019 for 621 S. Main. No Action required.

Discuss and approve Tax Collection Report. Mrs. June Muth presented the report. A brief discussion was held. A motion was made by Director Birdsong to accept the report as presented. The motion was seconded by Director Boudreaux. The motion was approved 5-0.

Discuss and approve Bond Interest payments to Bank of Texas, a division on BOK Financial, Bank of Oklahoma. A motion was made by Director Little to approve the said Bond Interest Payments. The motion was seconded by Director Wright. The motion was approved 5-0.

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

- A. Waterline extensions: Jones Rd, Lyndale Drive, Julie Lane and Camp Rd, discuss Estimate No. 3 Project #E073-0550-2018. No Action needed.
- B. Battlebell Water Plant Project - Discuss Pay Estimate No. 15 for \$17,375.00 for LJA Project E073-0520-2017. A brief discussion was held. No Action Taken.
- C. Wastewater Treatment Plant Digester. No Action needed.

- D. Bluebell Lift Station Project - Discuss and approve Estimate No. 8 for LJA Project E073-0560-2018. A motion was made by Director Birdsong to approve Pay Estimate No. 8 for LJA Project E073-0560-2018 in the amount of \$28,642.50 with a 3 day extension. The motion was seconded by Director Wright. The motion was approved 5-0.
- E. East Houston Well Site (Water Plant) Project. No Action taken.
- F. TCEQ letter on alleged violations found during the investigation #1552632, 830 East Houston Street. No action needed.
- G. FEMA Update. No Action needed.

Discuss and Adopt Resolution Authorizing an Interlocal Agreement with Harris-Galveston Subsidence District for the Water Wise Program for the 2019-2020 school year and approve the Agreement. A motion was made by Director Wright to adopt the said Resolution and approve the Agreement. The motion was seconded by Director Birdsong. The motion was approved 5-0.

Discuss and approve Medical Insurance COBRA Administrative Agreement. A motion was made by Director Wright to Table this item. The motion was seconded by Director Birdsong. The motion was approved 5-0.

Discuss and approve the Write-offs for April, May, and June. A motion was made by Director Little to approve the said Write-offs. The motion was seconded by Director Boudreaux. The motion was approved 5-0.

Discuss and approve the Investment Officers Report. A motion was made by Director Birdsong 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. 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. This list will grow as we dive into the current policies. No Action needed.

A motion was made by Director Birdsong to Adjourn the meeting at 6:59pm. The motion was seconded by Director Boudreaux. The motion was approved 5-0.



President, Leon R. Mullins



Secretary, Harvey Little