

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 December 10, 2024. The meeting was called to order by President Mullins at 6:00 P.M. In attendance were Directors Mullins, Wright, Little, Boudreaux and Angelle. Also in attendance were Mr. Mark Taylor, General Manager, Mrs. Dawn Muth, Tax Assessor, Mr. Jimmy Flowers and Mr. Gavin Shukanes with LJA Engineering, Thomas Sikora with High Catch, LLC, and Mr. Zach Petrov, Attorney.

The minutes for the month of November 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.

Discuss and approve Tax Collection 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 Boudreaux. The motion was approved 5-0.

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

Citizens before the Board – None.

Supplemental Election Agenda, next year for terms ending 2025.

- a. Update on May 3, 2025, Directors Election matters, and take ^{ANY} necessary actions on same. Information only. No action taken.
- b. Notice regarding first day to file for place on ballot for May 3, 2025 election. A motion was made by Director Angelle to approve said notice. 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. 2022 water line replacement phase 1: Update. Pay estimate #14, \$131,234.00 and no extension request. A motion was made by President Mullins to approve said pay estimate. The motion was seconded by Director Wright. The motion was approved 5-0.
- B. LCRR Service Line Inventory Project: Discuss letters delivered to customers identified as (GRR) Galvanized Requiring Replacement. Information only. No action taken.
- C. Hollis Family Tract Owned by High Catch, LLC -515 Multi-family mobile home development. Developers updated timelines showing activity/start dates and estimated duration (October email request). Information only. No action taken.
- D. Creel Country Estates Subdivision Drainage Improvements: Interlocal agreement with Harris County for design and construction to mitigate conflicts. Information only. No action taken.

Public Management: Update on FEMA funding for the WWTP Project. Information Only.

Discuss and approve bid for cleaning the aeration basin to remove sand and grit. A motion was made by Director Wright to approve the bid. The motion was seconded by Director Boudreaux. The motion was approved 5-0.

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

The General Managers report was presented. A motion was made by President Mullins to approve the purchase of a new truck from Ron Craft in Baytown for \$46,380.00. The motion was seconded by Director Wright. The motion was approved 5-0.

Attorney's Report:

- A. Interlocal Agreement with Harris County for repair to damaged district sanitary sewer line caused by county projects. Information only. No action taken.
- B. Discuss and approve updated interlocal agreement ("ILA") for Wastewater based epidemiology ("WBE") program. Influent sampling for infection disease. A motion was made by President Mullins to approve said agreement. The motion was seconded by Director Wright. The motion was approved 5-0.
- C. Bleacher letter mailed/response? It was determined that there has been no response as of now.

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.


1. Personnel.

- a. Discuss changes to Personnel Policy and Safety Policy. See attached red line pages highlighting the proposed changes.
- b. Discuss Chamber of Commerce land and building proposal. Budgetary numbers to demo the back part of building 6K, to demo the whole building is 8K. Discussion only.
- c. Tim's ERD still shows retiring 6/17/2025 update to 6/17/2027.
- d. Manager ad still active in indeed? No active ad, Salary?
- e. \$25 Holiday gift card for Ham or Turkey to district employees?
- f. Appetizers for Christmas party (boiled shrimp, calamari, etc.)

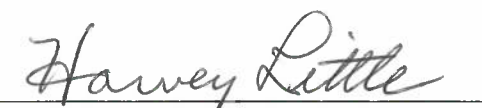
Re-convene in open session and authorize any necessary action concerning personnel matters and /or pending or contemplated litigation.

- a. Discuss and adopt changes to Personnel Policy and Safety Policy. A motion was made by Director Wright to approve said changes. The motion was seconded by Director Boudreaux. The motion was approved 5-0.
- b. Discuss and approve Chamber of Commerce land and building proposal. Information only.
- c. Tim's ERD still showing 6/17/2025? Information only.
- d. Manager ad still active in indeed? Salary? Information only.
- e. \$25 Holiday gift card for Ham or Turkey to district employees. A motion was made by Director Angelle to approve said gift card. The motion was seconded by Director Boudreaux. The motion was approved 5-0.
- f. Appetizers for Christmas Party. No action taken.

A motion was made by Director Little to Adjourn the meeting at 7:26 pm. The motion was seconded by Director Boudreaux. The motion was approved 5-0.



President, Leon R. Mullins



Secretary, Harvey Little