

MINUTES OF MEETING OF BOARD OF DIRECTORS
January 27, 2021

THE STATE OF TEXAS
COUNTY OF HARRIS
HARRIS COUNTY WATER CONTROL & IMPROVEMENT DISTRICT NO. 89

The Board of Directors (the “Board”) of Harris County Water Control & Improvement District No. 89 (the “District”) convened in special session on January 27, 2021, at 9:00 a.m. via teleconference pursuant to Section 551.125, Texas Gov’t Code as modified by the temporary suspension of certain provisions thereof pursuant to guidelines issued by the Texas Attorney General and approved by the Governor for use during the COVID-19 statewide disaster. A roll call was taken of the persons present:

Sharyn Smalls, President
Paige Smith, Vice President
Arthur Washington, Secretary
AK Babers, Assistant Secretary
Byron Keith Watson, Sr., Investment Officer

All members of the Board were present. Also attending all or parts of the meeting were Mr. Reginald Wilson and Ms. Meghan Koett of Norton Rose Fulbright US LLP (“NRF”), attorneys for the District.

Pursuant to Section 551.054, Texas Gov’t Code, as modified by the temporary suspension of certain provisions thereof, notice of the meeting was posted on the District’s website within the time limits prescribed by law. A certificate of such posting is attached hereto as Exhibit A. The agenda packet was posted on the website as items became available in compliance with the guidelines issued by the Texas Attorney General.

Call to Order. Mr. Wilson called the meeting to order. He noted that the meeting was being held by teleconference in accordance with federal, state and county directives to slow the spread of COVID-19 by avoiding meetings that bring people together. He said the notice of the meeting included a toll-free dial-in number for members of the public to call so they can hear the meeting and address the Board. He noted that the meeting was being recorded and a recording would be available upon public request. Mr. Wilson then set out guidelines for the conduct of the meeting. He asked each speaker to identify themselves before speaking. He then turned the meeting over to the President.

1. Opening Prayer. Director Watson opened the meeting with a prayer. President Smalls offered condolences to Director Watson regarding the passing of his father.

2. Public Comments. There were no public comments.

3. Review Job Descriptions and Qualifications for District Employees and take any necessary actions. President Smalls stated she did not receive any comments prior to the meeting from other Directors regarding the job descriptions.

President Smalls reviewed the janitorial handyman position, a copy of which is attached hereto as Exhibit “A”. Director Babers suggested changing the name of the position.

Discussion ensued. President Smalls discussed the job duties and potential salary. Discussion ensued regarding whether the position should be part-time or full-time. Mr. Wilson provided information on salary versus hourly pay and part-time versus a full-time position. Mr. Wilson also recommended once employees have been hired to have the insurance representative speak with the District about employee insurance liability. Discussion ensued regarding driving liabilities within the position. Extensive discussion ensued between the Directors regarding tips for the employee during outside events hosted at the District's administration building. Director Babers inquired about COVID-19 protocols and liability. President Smalls stated she will make the revisions to the document and present at next month's meeting.

President Smalls reviewed the building manager position, a copy of which is attached hereto as Exhibit "B". Discussion ensued regarding educational requirements. President Smalls stated she would like this position to be paid hourly. Discussion ensued. Director Babers suggested hiring as an independent contractor and re-evaluating the hire as an employee candidate after six months, or less. Mr. Wilson discussed the difference between independent contractors and employees. President Smalls suggested hiring as a part-time employee. Discussion ensued. President Smalls stated she will make the revisions to the document and present at next month's meeting.

4. Review Building Rules and Regulations and take any necessary actions. The Board decided to table this agenda item and will discuss at the second February monthly meeting.

5. Review and Approve District Security Plan. The Board tabled this agenda item.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD,
THE MEETING WAS ADJOURNED.

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The foregoing minutes were passed and approved by the Board of Directors on February 3, 2021.



President, Board of Directors

ATTEST:



Secretary, Board of Directors

