

HARRIS COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 36

MINUTES OF MEETING OF BOARD OF DIRECTORS

FEBRUARY 13, 2024

The Board of Directors (the "Board" or "Directors") of Harris County Water Control and Improvement District No. 36 (the "District") met in regular session at 4:00 P.M. at 903 Hollywood, Houston, Texas 77015 and by Teleconference on Tuesday, February 13, 2024, pursuant to notice of said meeting posted in accordance with Chapter 551 of the Texas Government Code. The roll was called of the members of the Board, to-wit:

Ronald S. Holder	President
Gerardo Parra	Vice President
Maria E. Koukoulakis	Secretary
Eddie Cantu	Assistant Secretary
Tammy Eason	Director

All members of the Board were present, thus constituting a quorum. Also attending were Regina Duncan ("General Manager"); Gricelda Medrano ("Bookkeeper"); Dennis Corley ("Field Operations Manager" and representative for the North Channel Water Authority); Chantal Robinson ("District Employee"); Brenda McLaughlin of Bob Leared Interests ("Tax Assessor/Collector"); Jennifer Shakra of A&S Engineers, Inc. ("District's Engineer"); Officer Erica Rocha and Kaury McConahay of S.E.A.L. Security Solutions, LLC ("S.E.A.L."); Luz Lopez of Harris County Precinct 2; Caleb Villarreal of Johnson Petrov LLP ("District's Attorney") and Reid Watler of Jackson Shaw.

1. The President first opened the meeting to public comment concerning the business of the District.

Mr. Watler requested a status report on the 2239 Haden Road Development.

2. Next, consideration was then given to the approval of the regular meeting minutes of January 23, 2024, a copy of which was distributed to the Board.

Upon motion by Director Parra, seconded by Director Koukoulakis, after full discussion and with all Directors present voting aye, the Board approved such minutes as presented.

3. The Board then considered the Tax Assessor-Collector Report, a copy of which is attached as Exhibit "A." Ms. McLaughlin presented and reviewed the Tax Assessor Collector Report with the Board, reporting 82.5% of the 2023 taxes and 96.261% of the 2022 taxes had been collected as of January 31, 2024.

a. Next, the Board reviewed the Resolution Implementing Penalty on 2023 Delinquent Taxes and Contracting with Attorneys to Collect Delinquent Taxes, a copy of which is attached hereto as Exhibit "A-1."

b. The Board then reviewed a Resolution Authorizing Petition Challenging Appraisal Records, a copy of which is attached hereto as Exhibit "A-2." Mr. Villarreal reminded the Board that the resolution grants the District's Tax Assessor Collector the authority to communicate with the Harris County Appraisal District regarding appraised values within the District.

c. The Board tabled discussion on the Ad Valorem Tax Exemptions until the March meeting.

Upon motion by Director Koukoulakis, seconded by Director Cantu, after full discussion and with all Directors present voting aye, the Board approved 1) the Tax Collector Report; 2) Resolution Implementing Penalty on 2023 Delinquent Taxes and Contracting with Attorneys to Collect Delinquent Taxes; and 3) the Resolution Authorizing Petition Challenging Appraisal Records.

4. The Board next reviewed the Delinquent Tax Report prepared by Perdue, Brandon, Fielder, Collins & Mott, L.L.P., a copy of which is attached hereto as Exhibit "B".

Upon motion by Director Parra, seconded by Director Eason, after full discussion and with all Directors present voting aye, the Board approved the Delinquent Tax Report.

5. S.E.A.L. Security. Sgt. Rocha presented the S.E.A.L. Patrol Report, a copy of which is attached hereto as Exhibit "C." Sgt. Rocha reviewed the recent activities in the District and responded to questions from the Board.

Upon motion by Director Cantu, seconded by Director Parra, after full discussion and with all Directors present voting aye, the Board approved the S.E.A.L. Patrol Report.

6. Next, the Board reviewed the current invoices for payment.

Upon motion by Director Parra, seconded by Director Cantu, after full discussion and with all Directors present voting aye, the Board approved payment of the invoices presented.

7. The Board next considered approval of the Engineer's Report, a copy of which is attached as Exhibit "D," which was presented by Mr. Shakra. Mr. Shakra reviewed the written report and updated the Board on the current engineering activities in the District.

Ms. Shakra reviewed Pay Application No. 3 to Lopez Utilities Contractor, LLC in the amount of \$43,527.60 for the Wastewater System Improvements, Phase IV project, a copy of which is attached to the Engineer's Report.

Upon motion by Director Parra, seconded by Director Koukoulakis, after full discussion and with all Directors present voting aye, the Board approved Pay Application No. 3 to Lopez Utilities Contractor, LLC in the amount of \$43,527.60 for the Wastewater System Improvements, Phase IV project.

Ms. Shakra then requested the Board's approval to submit the CDBG PY 2023 Grant Application to Harris County.

Upon motion by Director Parra, seconded by Director Koukoulakis, after full discussion and with all Directors present voting aye, the Board authorized A&S Engineers to submit the CDBG PY 2023 Grant Application to Harris County.

Upon motion by Director Koukoulakis, seconded by Director Cantu, after full discussion and with all Directors present voting aye, the Board approved the Engineer's Report.

8. The General Manager's Report, a copy of which is attached as Exhibit "E" was presented by Ms. Duncan.

a. Ms. Duncan updated the Board regarding the District's current operations and ongoing projects.

b. Ms. Duncan presented and reviewed with the Board the quote from S.T.P. Services in the amount of \$78,500.00 for replacement of the generator at the Brownwood Water Plant, a copy of which is attached to the General Manager's Report.

Upon motion by Director Koukoulakis, seconded by Director Eason, after full discussion and with all Directors present voting aye, the Board approved the quote from S.T.P. Services in the amount of \$78,500.00 for replacement of the generator at the Brownwood Water Plant.

c. Consideration and Possible Action regarding Amendment to Construction Agreement for the Wastewater System Improvements Phase Four Project with Harris County, a copy of which is attached to the General Manager's Report. Ms. Duncan presented and reviewed the Amendment to the Contract between the District and Harris County for the Wastewater System Improvements Phase IV Project.

Upon motion by Director Koukoulakis, seconded by Director Eason, after full discussion with all Directors present voting aye; the Board approved the Amendment to the Contract between the District and Harris County for the Wastewater System Improvements Phase IV Project.

d. Approve the Water Smart Program Application and Adopt Resolution Approving Water Smart Program. Ms. Duncan reviewed the resolution with the Board for submission with the application to the AWBD Water Smart Program, a copy is attached to the General Manager's Report.

Upon motion by Director Koukoulakis, seconded by Director Eason, after full discussion and with all Directors present voting aye, the Board approved the Resolution as well as submission with the Application to AWBD.

e. Modification of the District's Office Hours. Ms. Duncan discussed with the Board modifying the District's office hours. Discussion ensued.

The Board approved the modification of the District's hours Monday – Thursday from 8:00 am – 4:00 pm, at 4:00 p.m. all phones will be transferred to the answering service to allow the District's staff to complete work orders in a timely manner. Such hours will be posted as required by law.

Upon motion by Director Holder, seconded by Director Parra, after full discussion and with all Directors present voting aye, the Board approved the modification of the District's hours Monday – Thursday from 8:00 am – 4:00 pm, at 4:00 p.m. all phones will be transferred to the answering service to allow the District's staff to complete work orders in a timely manner.

Upon motion by Director Cantu, seconded by Director Eason, after full discussion and with all Directors present voting aye, the Board approved the General Manager's Report.

9. New Business:

a. Network Switch for Server. Ms. Duncan reviewed a quote from Blue Iron Technologies in the amount of \$5,544.00 for the purchase and installation of a network switch for the District's server, a copy of which is attached to the General Manager's Report.

Upon motion by Director Koukoulakis, seconded by Director Eason, after full discussion and with all Directors present voting aye, the Board approved the quote from Blue Iron Technologies in the amount of \$5,544.00 for the purchase and installation of a network switch for the District's server.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD,
the meeting was adjourned at 6:40 p.m.

PASSED and **APPROVED** this 27th day of February, 2024.


Secretary, Board of Directors

EXHIBITS:

- A - Tax Assessor-Collector Report
- A-1- Resolution Implementing Penalty on 2023 Delinquent Taxes and Contracting with Attorneys to Collect Delinquent Taxes
- A-2- Resolution Authorizing Petition Challenging Appraisal Records
- B - Delinquent Tax Report
- C - S.E.A.L. Security
- D - Engineer's Report
- E - General Manager's Report

