

# HARRIS COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 36

## MINUTES OF MEETING OF BOARD OF DIRECTORS

JANUARY 23, 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 on Tuesday, January 23, 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"); Gabriella Crain ("Executive Assistant"); Dennis Corley ("Field Operations Manager" and "North Channel Water Authority"); Chantal Robinson and Hazel Cortez ("District Employees"); Ronald Anderson of A&S Engineers, Inc. ("District's Engineer"); Officer Kaury McConahay of S.E.A.L. Security Patrol ("S.E.A.L."); Deputy Eduardo Rojas with Harris County Sheriff Department (HCSO); Roberto Villafranco and Luz Lopez, Representatives of Harris County Precinct 2; Will Petrov of Johnson Petrov LLP ("Attorney"); Donovan Hunter, of Goldwright Investments, an account holder.

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

Mr. Villafranco spoke to the Board regarding the County's Flock system.

Mr. Hunter requested a reduction to the \$500 fine assessed to one of his service accounts.

2. Next, consideration was then given to the approval of the regular meeting minutes of January 9, 2024 and the special meeting minutes of January 16, 2024, copies of which were made available to the public.

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

3. Mr. Corley presented and reviewed the NCWA Report with the Board. A copy is attached hereto as Exhibit "A."

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

4. Harris County Sheriff's Office Report. Officer Rojas reviewed the Beat Activity Report, a copy of which is attached hereto as Exhibit "B." The Board reviewed the report.

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

5. The Bookkeeper's Report and the Investment Report, a copy of which is attached as Exhibit "C" was presented by Ms. Medrano. Ms. Medrano also responded to questions from the Board.

Next, the Board discussed amending the Budget for fiscal year ending June 30, 2024.

Upon motion by Director Eason, seconded by Director Cantu, after full discussion and with all Directors present voting aye, the Board approved amending the Budget for fiscal year ending June 30, 2024

Upon motion by Director Parra, seconded by Director Eason, after full discussion and with all Directors present voting aye, the Board approved the Bookkeeper's and Investment Reports and authorized payment of the checks presented.

6. The Engineer's Report, a copy of which is attached as Exhibit "D", was presented by Mr. Anderson.

a. Mr. Anderson reviewed the written report and updated the Board on the current engineering activities in the District.

Mr. Anderson then presented Pay Estimates Nos. 1 and 2 in the amount of \$32,040.34 and \$67,108.62, respectively for the Sanitary Sewer Cleaning and Television Inspection, copies of which are attached to the Engineer's Report.

Upon motion by Director Cantu, seconded by Director Koukoulakis, after full discussion and with all Directors present voting aye, the Board approved Pay Estimates Nos 1 and 2 in the amount of \$32,040.34 and \$67,108.62, respectively for the Sanitary Sewer Cleaning and Television Inspection.

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

7. 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.

Ms. Duncan presented and reviewed an estimate in the amount of \$13,500.00 from S.T.P. Services for a new motor for the well at 13830 Waxahachie including installation.

Upon motion by Director Koukoulakis, seconded by Director Eason, after full discussion and with all Directors present voting aye, the Board approved the estimate in the amount of \$13,500.00 from S.T.P. Services for a new motor for the well at 13830 Waxahachie, a copy of which is attached to the General Manager's Report.

Mr. Hunter approached the Board to request a reduction for an assessed fine for one of three accounts.

Upon motion by Director Holder, seconded by Director Eason, after full discussion and with all Directors present voting aye, the Board did not approve a reduction in the assessed fine and the customer must pay the water account in full, however the Board extended the time to pay the fine amount to the due date of the current water bill.

b. Next, Ms. Duncan requested authorization to hire a temporary employee as a full-time employees after completion of a 90-day probationary period.

Upon motion by Director Koukoulakis, seconded by Director Eason, after full discussion and with all Directors present voting aye, the Board authorized the General Manager to hire a temporary employee as a full-time employees after completion of a 90-day probationary period.

c. Generators for Brownwood and Hollywood Water Plants. Ms. Duncan presented and reviewed with the Board a quote from GenSolutions LLC for renting generators for the Brownwood and Hollywood Water Plants, a copy of which is attached to the General Manager's Report.

Upon motion by Director Parra, seconded by Director Cantu, after full discussion and with all Directors present voting aye, the Board the quote from GenSolutions LLC for renting generators for the Brownwood and Hollywood Water Plants, as needed.

As of 6:34 p.m., the President declared the Board enter into Executive Session pursuant to Section 551.074 of the Texas Government Code concerning Personnel Matters. Everyone departed the meeting with the exception of the Board, Ms. Duncan and Mr. Joseph William Petrov.

As of 7:00 p.m., the President declared the Executive Session was ended and the public session resumed. No action was taken on matters discussed in Executive Session.

8. New Business/Annual Agenda:

a. Consideration and possible action on cost-of-living adjustments for employees.

Upon motion by Director Parra, seconded by Director Eason, after full discussion and with all Directors present voting aye, with Director Koukoulakis abstaining as to the pay increase for Regina Duncan, the Board 1) approved a 4.0% cost of living adjustment for all qualified employees; and 2) approved a merit increase for two (2) employees.

b. City of Houston SPA Updated. No action was taken.

c. Consideration and Possible Action on Donation to Greens Bayou Corridor Coalition. The Board discussed the Greens Bayou Partnership Contribution.

Upon motion by Director Koukoulakis, seconded by Director Cantu, after full discussion and with all Directors present voting aye, the Board approved a \$500.00 Partnership Contribution to Greens Bayou Corridor Coalition.

d. Consideration and possible action regarding amending the District's Rate Order.

Upon motion by Director Parra, seconded by Director Eason, after full discussion and with all Directors present voting aye, the Board approved amending the District's Rate Order for customers with a residential and/or multi-family water service accounts are required in order to receive sewer services.

**THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD,**  
the meeting was adjourned.

**PASSED** and **APPROVED** this 13th day of February, 2024.

  
Secretary, Board of Directors

**EXHIBITS:**

- A - NCWA Report
- B - Harris County Sheriff's Office Report
- C - Bookkeeper and Investment Reports
- D - Engineer's Report
- E - General Manager's Report

