

**HARRIS COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 36**

**MINUTES OF MEETING OF BOARD OF DIRECTORS**

**SEPTEMBER 24, 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, September 24, 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:

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

All members of the Board were present, with the exception of Director Cantu, 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, District Employee; Officer Kaury McConahay of S.E.A.L. Security Patrol ("S.E.A.L."); Will Petrov of Johnson Petrov LLP ("Attorney") Lt. Dinnie Calhoun and Deputy Eduardo Rojas with Harris County Sheriff Department (HCSO); Victor Lara of Harris County Precinct 2 and Ronald Anderson of A&S Engineers ("District's Engineer").

1. Public Comment. The President first opened the meeting to public comment concerning the business of the District. There being no public comment, the Board President proceeded with the agenda.

2. Minutes. The Board then considered approval of the regular meeting minutes of September 10, 2024, a copy of which was made available to the public.

Upon motion by Director Holder, seconded by Director Eason, after full discussion and with all Directors present voting aye, the Board approved the regular meeting minutes of September 10, 2024.

3. Audit Report. This was tabled.

Mr. Anderson entered the meeting at this time.

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

Upon motion by Director Eason, seconded by Director Holder, after full discussion and with all Directors present voting aye, the Board approved the NCWA Report. He also responded to questions from the Board.

5. Harris County Sheriff's Office Report. Deputy Rojas presented and reviewed the July Beat Activity Report, a copy of which is attached hereto as Exhibit "B". He also responded to questions from the Board.

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

6. Bookkeeper's Report and the Investment Report. Ms. Medrano presented and reviewed the Bookkeeper's and Investment Reports, with the Board, a copy of which is attached as Exhibit "C". She also responded to questions from the Board.

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

7. Engineer's Report, prepared by A&S Engineers, Inc., a copy of which is attached as Exhibit "D".

a. Mr. Anderson reviewed the written report and updated the Board on the current engineering activities in the District. Mr. Anderson also responded to questions from the Board.

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

8. General Manager's Report. Ms. Duncan presented and reviewed with the Board the General Manager's Report, a copy of which is attached as Exhibit "E".

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

b. Consideration and possible action to amend the District's Employee Manual to include Dash Cams Policy, Emergency Occurrences, Severe Weather Policy and Random Drug Screen Policy, copies of which are attached to the General Manager's Report.

Ms. Duncan reviewed each proposed policy with the Board.

Upon motion by Director Holder, seconded by Director Eason, after full discussion and with all Directors present voting aye, the Board approved amending the District's Employee Manual to include a Dash Cams Policy, Emergency/Severe Weather Policy, Random Drug Screen and Physical Exam Policy.

c. Discussion and possible action regarding Lead and Copper Rule Requirements.

Ms. Duncan reviewed the EPA requirements with the Board. No action was taken at this time.

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

9. Other Presentations, Reports or Updates. None at this time.

**THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD,**  
the meeting was adjourned at 5:56 p.m.

**PASSED** and **APPROVED** this 10<sup>th</sup> day of October, 2024.

*Maria E. Koutoulakis*  
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

