

Harris County Water Control and Improvement District No. 74  
**Special Meeting Minutes**

In accordance with Chapter 551 of the Texas Government Code, take notice that the Board of Directors (the "Board") of Harris County Water Control and Improvement District No. 74 (the "District") met inside the boundaries of the District located at 4901 Sandydale Lane, Houston, Texas 77039, and held **at 5:00 p.m. on Wednesday, March 23, 2022** a **special** meeting. A quorum having been established, the Board considered the following and took the following appropriate action thereon:

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**BOARD PRESENT:**

Ramiro Vasquez	President
Ray Griggs	Vice President
Homero Campos	Assistant Secretary

**Others Present:**

Jennifer Reyna	District's Office Manager
Ryan Nokelby	HDR- District's Engineer
Malcolm D. Dishongh	District's Legal Counsel

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A quorum having been established, Pres. Vasquez called the meeting to order at:

1. Public comment;

**No public comment**

2. General Matters, including:

- a) Any matters as directed by the board.
- b) Execution of Consultant Agreements approved at the Monthly Meeting;

**Execution of Consulting Agreement for Viking, Dishongh Law, PLLC, and UTX previously approved at monthly meeting.**

3. Engineer's Report, including:

- a. Update on Aldine ISD Utility Easement Appraisals;
- b. Update on CenterPoint Energy Right to Encroach Application;
- c. Update on CenterPoint Energy Street Lighting Plan – Phases I & II;
- d. Discuss Bid Schedule for WP #1 GST & WP #2 EST Rehabilitation Project;
- e. Update on ILA and Joint Bid Package for Eastex Freeway Forest Subdivision Water and Sewer Improvements;
- f. Update on Navarros Estates at Winfield Re-Plat;
- g. Discuss information on 811 Utility Locating Providers;
- h. Discussion preparation for Aeration Basin Cleaning by District Operator;
- i. Preliminary Engineering Proposal for High Meadows Water and Sewer Supply Line Replacement;
- j. Such other information as presented by the District's Engineer;



Mr. Nokelby presented the engineer's report.

Aldine ISD, no update.

HDR mailed the signed agreement and \$500 check to CenterPoint. Waiting on the counter-sign and record the document.

Street lighting, waiting for the confirmation on receipt of check and contract and update on construction schedule.

Pre-bid meeting occurred on March 16. 6 bidders and then site visit. Deadline for questions ended yesterday. 13 questions were minor clarifications. There are 50 plan holders. Bid opening will be next Wednesday at 10 am Anticipating 6 – 10 bids. Once we get them, we will evaluate the bids and have a recommendation at April Board Meeting.

Harris County projects, the ILA was on yesterday's Commissioner's Court Agenda. So he thinks it will be coming next week. Then we will need to start talking about the check. He will contact them about delivery of the check.

Pres. Vasquez asked about the meeting on the Eastex Freeway project meeting, Mr. Nokelby says next Friday is the next meeting. The County would like additional publicity on improvements. Attended Phase I construction meeting. They have started paving on McNaughton. They are significantly behind schedule. Mr. Nokelby met with HR Green and the contractor and there are a couple of issues about the sleeves. The contractor was supposed to remove the old storm sewer pipes and there was a big conflict with CenterPoint Gas when they first started. They had to leave the existing storm sewer in place and put the new system right beside it. Then new system is in, disconnected the old, and they just want to plug the old and leave it in place. If that happens, then we will have to go under the old storm sewer and the new one. You are not going to have enough space to go back over. The 2<sup>nd</sup> issue is at McNaughton and Bethany there is a person's driveway right smack in where the waterline would go straight across the intersection. The County will be replacing the driveway, so if we put in the sleeve, they would tear up the same driveway twice. So, he is going to submit a red line of diagonal and ask for a variance. The middle one at Beau, we are going to have to deal with existing storm sewer. So only looking at two casings in our Phase II. The County did this in the way they did and we are required to follow their plan. Pres Vasquez asks about the County cutting off the system, and Mr. Nokelby explains what has been cut off and what has been plugged. Mr. Nokelby will keep the Board updated. HR Green sent a combined package with HDR's docs and we are waiting but he expects the County to be moving pretty quickly. Next he will discuss the construction coordination HDR will be having to review the submittals.

811 Utility locating. After last meeting, he reached out to several different companies that provide 811 services and Jennifer and Ryan had conference calls with a few of them. Cortera confirmed that they don't actually provide people to mark the utilities. They just run a software program for 811 calls that are made. United Locating Services, he has called twice, spoken to 2 different people, and he was basically told that a manager would call, but no call. USIC is the big game in town. They do the utility locates for most. We can put together a price for you, we need to know how many calls the District would have had last year. Jennifer called and found that it was 253 tickets. He got that to USIC and they submitted their pricing. The bottom says they cannot be responsible for locating lines. Everytime there is a call, it would be a \$30 ticket.

Navarro Estates at Winfield Re-plat – he received an email from the attorney that they have finally got everything approved and it was on HC Comm. Court for approval. They were putting up forms according to Pres. Vasquez. The easement is shown on the plat.



On Northwood forest it is a private drive and there was no easement specified for utility. If we don't have an easement, then if we do anything on those lines now, we would need Las Brisas permission. Right now, you would not be able to replace the waterline where it is now. You are going to need an easement. Mr. Nokelby is recommending to do due diligence to find existing easements. If we don't have any easements now, then we need to meet with Las Brisas.

Mr. Griggs moves to authorize HDR to have Surveyor look for easements on Northwood Forest. Mr. Campos seconds, all present vote aye. Motion passes.

Duplex development on Northwood Forest. Waiting for MOC to get us the cost to extend the sewer lines.

One of the projects for next year is the Aeration Basin Cleaning. He met with Keith at MOC to discuss the game plan. He discusses the game plan. Budget of \$100,000. Keith is going to work on draining the basin down to check on debris, get an approximate cubic yardage of debris, and come up with the costs.

The clarifier gear drive has been out for 2 weeks. The gear drive has been ordered, and has been out for delivery to the plant. Should be back on line.

New issue, blower #3 tripped late last night they reset the breaker, turned it back on, and when Ryan got out there, it tripped again. It may be the screen on the blower, but MOC has someone coming out to check on it.

Mr. Camos moves to accept the Engineer's Report, Mr. Griggs seconds it, all vote aye. Motion passes. The Engineer's Report is accepted

4. Office Manager's Report including;
  - a. Approval of payables and payroll
  - b. Discuss District's website;

Ms. Sustaita requests approval of payables and payroll. Mr. Campos moves to accept the payables and payroll and Mr. Griggs seconds, all vote aye, and the payables and payrolls are approved.

Mr. Griggs moves to allow HDR and Attorney to start getting letters out about encroachments of fences that are in the right of way, Mr. Campos seconds, all vote aye. Motion passes.

IT guy did not charge us to build the website nor the storage for the documents.

Mr. Griggs mentions about the AWBD conference coming.

Looking at emergency meeting Monday at 10 am for the switching of the Bookkeepers

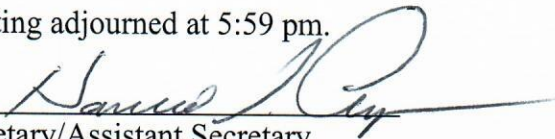
5. Attorneys Report, including:
  - a. Such other matters as presented by Legal Counsel.

Attorney had no other matters

6. Executive Session, AS NECESSARY:  
Pursuant to Chapter 551 of the Texas Government Code, Subchapter D, of the Open Meetings Act, discuss matters relating to attorney-client privilege, personnel matters, potential litigation, security matters and/or real estate matters, respectively;

- a. Reconvene in Open Session;
- b. Vote on matters considered in Executive Session, if any

Meeting adjourned at 5:59 pm.

  
Secretary/Assistant Secretary  
Harris County Water Control and  
Improvement District No. 74  
4901 Sandydale  
Houston, Texas 77039

