



The Board of Directors of the Port O'Connor Improvement District will hold a Regular Board Meeting on **Thursday September 10, 2020 at 1:00 p.m.**, immediately after the conclusion of the public hearing for the District's proposed tax rates, at the District Office, 39 Denman Drive, Port O'Connor, Texas.

**A. CALL TO ORDER**

President Erny McDonough called the meeting to order at 1:03 p.m. after the conclusion of the public hearing on the District's tax rates and established that a quorum was present and welcomed everyone.

**DIRECTORS PRESENT:** Danny McGuire, Mike Clifton, Erny McDonough, Maria Denney (arrived at 1:06) and David Randolph (arrived at 1:09)

**DIRECTORS ABSENT:** None

**ALSO PRESENT:** Oscar Pena, Evangelina Trevino, Kim Stafford, Philip Givens, Donna Grafe-Tucker and John Mercer

**MEMBERS OF THE PUBLIC PRESENT:** Lynne Johnson, Ed Hall, Brad Kocurek (RMA Architects), Allie McGehee (RMA Architects) and Brian Kramer (RMA Architects)

**B. PUBLIC COMMENT WELCOME**

**C. ITEMS FOR CONSIDERATION AND TAKE APPROPRIATE ACTION IF NEEDED:**

1. Adoption of tax rates for Port O'Connor Improvement District and Defined Area #1

**Motion:** Danny McGuire

**Second:** Mike Clifton

To adopt tax rate of .519 for POCID and .4810 for Defined Area

Motion Approved: 3-0

2. Review and consider approval of construction plan for the Saltwater Haven Subdivision

**Motion:** Danny McGuire

**Second:** Mike Clifton

To accept construction plans for the Saltwater Haven Subdivision with the exception of dedicated vents.

Motion Approved: 4-0

3. Review of Architects and Design of POCID Building by RMA

**Motion:** Danny McGuire

**Second:** Maria Denney

To authorize RMA to move forward with the discussed revisions and to authorize General Counsel to negotiate contract.

Motion Approved: 5-0

4. Preliminary and final approval of Marlin Azul Villa Subdivision

**Motion:** Danny McGuire

**Second:** Maria Denney

To approve the preliminary and final plats for Marlin Azul Villa Subdivision

Motion Approved: 5-0

5. Legal services contract with Walker Keeling LLP

**Motion:** Mike Clifton

**Second:** Danny McGuire

To approve legal services contract with Walker Keeling LLP

Motion Approved: 5-0

6. Engagement Agreement with Allen Boone Humphries Robinson LLP to serve  
as special counsel to the District

**Motion:** Danny McGuire

**Second:** Maria Denney

To approve engagement agreement with Allen Boone Humphries Robinson LLP to serve as special  
counsel to the District.

Motion Approved: 5-0

7. Basic District Engineer Contract with John D. Mercer & Associates

**Motion:** Danny McGuire

**Second:** Maria Denney

To accept the Basic District Engineer Contract with John D. Mercer & Associates pending General  
Counsel approval.

Motion Approved: 5-0

8. Real property purchase for water well site: including authorization of payment for purchase

**Motion:** Danny McGuire

**Second:** David Randolph

To authorize purchase and to close on real property for water well site for under \$50,000

Motion Approved: 5-0

9. 2020 Directors Election/Elección de directores 2020

No Action

10. R/O Easement discharge line

No Action

11. Send out RFQ's For Ground storage tanks and Elevated Storage tank

**Motion:** David Randolph

**Second:** Maria Denney

To approved District Engineer to task order for new water tower and refurbish of old water tower under new  
contract.

Motion Approved: 5-0

12. Waste Management Contract

No Action

13. Resolution Adopting Water Conservation Plan (WCP)

**Motion:** Danny McGuire

**Second:** David Randolph

To accept the Resolution Adopting Water Conservation Plan (WCP) and authorize the Board President and Secretary to sign.

Motion Approved: 5-0

14. Consider bids and recommendation of award of contract for the Water Improvement Project

**Motion:** Danny McGuire

**Second:** Maria Denney

To accept R&A Road Boring, LLC's bid for the Water Improvement Project

Motion Approved: 4-0

15. Purchase a new 2021 Chevrolet Colorado 4x2 Crew Cab

**Motion:** Danny McGuire

**Second:** David Randolph

To approve the purchase of a 2021 Chevrolet Colorado Crew Cab for \$25,310.00

Motion Approved: 4-0

16. Annual audit of district

Table

17. Reimbursement from Bank of New York on bond defeasance

No Action

18. LaSalle Water Reconciliation and Annual True up

No Action

19. Authorize Engineer to design additional water and vacuum sewer lines for change orders to Water and Sewer project.

**Motion:** Danny McGuire

**Second:** Maria Denney

To authorize District Engineer to design additional water and vacuum sewer lines for change orders to Water and Sewer project

Motion Approved: 4-0

20. Financial Investment Policy Annual Review

**Motion:** Danny McGuire

**Second:** Maria Denney

To reaffirm the existing Financial Investment Policy

Motion Approved: 4-0

21. Personnel evaluations of administrative staff

The Board went into Executive Session at 2:49 p.m. under Tex. Gov. Code Section 551.074 and returned to regular session at 3:30 p.m. No Action.



**D. CONSENT AGENDA:** *The following items are anticipated to require little or no individualized discussion due to their nature being clerical, ministerial, mundane or routine. In an effort to enhance the efficiency of POCID Board meetings, it is intended that these items will be acted upon by the POCID Board with a single motion because no public hearing or determination is necessary. However, a POCID Board Member or citizen may request separate deliberation for a specific item, in which event those items will be removed from the consent agenda prior to the POCID Board voting on the consent agenda as a collective, singular item. Prior to voting on the consent agenda, the POCID Board may add additional items that are listed elsewhere on the same agenda.*

## **1. APPROVAL OF MINUTES**

- A. August 13, 2020 Regular Board Meeting Minutes
- B. August 20, 2020 Special Board Meeting Minutes

**Motion:** Danny McGuire

**Second:** Maria Denney

To approve August 13, 2020 Regular Board Minutes and August 20, 2020 Special Board Minutes

Motion Approved: 4-0

## **2. APPROVAL OF PAYABLES**

- A. Port O'Connor Improvement District – Municipal Accounts & Consulting, LP, Bookkeeper Report

**Motion:** Danny McGuire

**Second:** Maria Denney

To approve payables.

Motion Approved: 4-0

## **3. Report of General Manager, Phillip Givens**

- A. TWDB Application
- B. Strategic Management Plan
  - 1. Infrastructure Stability (Asset Management Plan)
  - 2. Stakeholder Support (Communications Plan)
  - 3. Operational Resiliency (AWIA 2018)
  - 4. Leadership & Staff Development
- C. Operating Policies
  - 1. Personnel Policy
- D. Water Conversation Plan
- E. Emergency Response Plan

## **4. Report of District Manager, Oscar Pena**

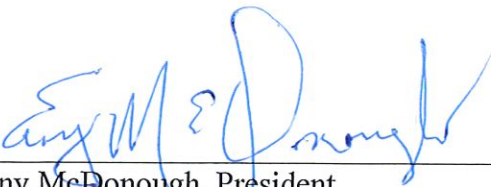
- A. District Status
- B. Work in Progress
- C. Water Production Report
- D. Administrative
- E. Purchases

**5. Report of District Engineer, John Mercer**

- A. TWDB Project 21750 Update
- B. Status of TCEQ Bond Projects.
- C. Status of TWDB Bond Projects.

**The meeting adjourned at 3:55 p.m.**

Respectfully submitted,

  
Erny McDonough, President

  
Maria Denney, Secretary

Signed this 21 day of October, 2020.

These minutes were approved on October 8, 2020.