



Port O' Connor Improvement District

P.O. Box 375 * Port O' Connor, Texas 77982

Minutes

Thursday, November 17, 2022 1:00 pm

Regular Board Meeting

The Board of Directors of the Port O' Connor Improvement District held a Regular Board Meeting on **Thursday, November 17, 2022 at 1:00 p.m.** at the District Office, 39 Denman Drive, Port O' Connor, Texas.

A. CALL TO ORDER

President Danny McGuire called the meeting to order at 1:00 p.m. and established that a quorum was present and welcomed everyone.

DIRECTORS PRESENT: Danny McGuire, John Childers, Victor Mozisek, Mike Clifton and Nathan O'Neill

DIRECTORS ABSENT: None

ALSO PRESENT: Oscar Pena, Kim Stafford, Bill Kotlan (District Engineer), Donald Goldman (District Bookkeeper), Donna Grafe-Tucker (District Counsel), and Phillip Givens (General Manager)

MEMBERS OF THE PUBLIC PRESENT: Eddie Kirst (BGE), Joanne Haynes, Jim Cooley, Bill Moore and Mary McGee

B. PUBLIC COMMENT WELCOME

None

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

1. Retuned Payments charge

Motion: Victor Mozisek

Second: Nathan O'Neill

To authorize a \$25 returned payment charge.

Motion Approved: 4-0

2. Undine Water Supply proposal and related matters

Motion: John Childers

Second: Victor Mozisek

To authorize District Counsel request records from GBRA.

Motion Approved: 4-0

3. Basic Service Fee on Out of District Accounts

Discussion, no action.

4. Investment Report
Discussion, no action.
5. GBRA Raw Water Contract
Table
6. Ground water District permits and application
Discussion, no action.
7. Authorization of electronic bidding and electronic signatures for construction bids
Motion: Nathan O'Neill
Second: Victor Mozisek
To authorize electronic bidding and electronic signatures for construction bids
Motion Approved: 4-0
8. Approve Amendment to Information Form and Notice to Purchasers
Motion: Nathan O'Neill
Second: Victor Mozisek
To approve Amendment to Information Form and Notice to Purchasers.
Motion Approved: 4-0
9. Rates & amendment to rate order
Motion: Mike Clifton
Second: John Childers
To approve the District to cover the cost to add meters to accounts with multiple residential properties (Fisherman's Chapel & Resendiz) on one meter to be in compliance to TCEQ rules & regulations and for this to be the District Manger's approval moving forward on like circumstances.
Motion Approved: 4-0
10. Fees and rates for Charitable organizations
Discussion, no action.
11. Review Tax Assessor/Collector Agreement
Table
12. Review Delinquent Tax Report and take any necessary action
Table
13. Appoint Director to review delinquent tax collection contract
Table
14. 2022 Directors Election, including:
 - a. Approve and distribute Certificates of Election; and
 - b. Approve Directors' Sworn Statements, Bonds and Oaths of Office.

Elección de Directores de 2022, incluyendo:

 - a. Aprobar y distribuir Certificados de Elección.
 - b. Aprobar Declaraciones Juradas, Fianzas y Juramentos al Cargo de los Directores.

Motion: Victor Mozisek

Second: John Childers

To approve & distribute Certificates of Election; and approve Directors' Sworn Statements, Bonds and Oaths of Office.

Motion Approved: 4-0

15. Reorganize Board and elect officers.

Motion: Victor Mozisek

Second: John Childers

To reorganize the Board of Directors with Danny McGuire (4-year term) as President, Mike Clifton (4-year term) as Vice President, Nathan O'Neill (4-year term) as Secretary, Victor Mozisek (2-year term) as Assistant Vice President and John Childers (2-year term) as Assistant Secretary.

Motion Approved: 4-0

16. Authorize filing of District Registration Form with Texas Commission on Environmental Quality.

Motion: Victor Mozisek

Second: Nathan O'Neill

To authorize filing of District Registration Form with Texas Commission on Environmental Quality.

Motion Approved: 4-0

17. Conflict of interest disclosure required under Chapter 176 of the Texas Local Government Code, including review of disclosure forms adopted by the Texas Ethics Commission and List of Local Government Officers.

Discussion, no action.

18. Proposal from BGE for Engineering Services for Design, Construction Management and Project Representation for

- a. La Salle Water Plant Rehabilitation

Motion: John Childers

Second: Nathan O'Neill

To approve and authorize proposal for LaSalle Water Plant Rehabilitation from BGE for Engineering Services under proposed Construction Management and Project Representation.

Motion Approved: 4-0

19. Proposals from BGE for Engineering Services for Construction Management and Project Representation for

- b. 2020 TWDB DWSRF Water Wells 3, 4, 5, 6, and 7

- c. DWSRF Well Waterlines and RO Discharge

- d. 300,000 Gallon Raw Water Storage Tank

Motion: John Childers

Second: Victor Mozisek

To approve & authorize proposal for 2020 TWDB DWSRF Water Wells 3, 4, 5, 6, and 7, DWSRF Well Waterlines and RO Discharge and 300,000 Gallon Raw Water Storage Tank from BGE under proposed Engineering Services for Construction Management and Project Representation.

Motion Approved: 4-0

20. Proposals from BGE for Engineering Services for Project Representation for

- e. Reverse Osmosis System

- f. Vacuum Station 1B

- g. Vacuum Station 2B

Motion: Victor Mozisek

Second: John Childers

To approve & authorize Reverse Osmosis System, Vacuum Station 1B and Vacuum Station 2B engineering services from BGE under proposed Engineer Services for Construction Management and Project Representation.

Motion Approved: 4-0

21. Billing credit – Alligator Head

Discussion, 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. October 20, 2022 - Regular Board Meeting

2. APPROVAL OF PAYABLES

A. Port O'Connor Improvement District – Payables

B. Defined Area – Payables

C. Pay Request No#11 – 2021 Water & Sewer Project – Lester Contracting

D. Pay Request No#12 – 2021 Water & Sewer Projects – Lester Contracting

Motion: John Childers

Second: Nathan O'Neill

To approve all minutes & payables on the consent agenda.

Motion Approved: 4-0

E. Goldman, Hunt & Notz, Donald Goldman

A. Financial Reports

B. Prosperity Bank Investment Report

C. CCAD Ad Valorem Tax Report

D. Defined Area Financial Report

E. Due from/Due to Report

F. Report from BGE, Bill Kotlan

Consider & take appropriate action on:

A. 2018 Bond Projects

B. 2022 Bond Projects

C. Air Vacuum St #1B

D. Air Vacuum St #2B

E. Bond Issue #3-2022

F. LaSalle Water Plant Tank Rehab

G. Undine Agreement

G. Report of General Manager, Phillip Givens

Consider & take appropriate action on:

- A. TCEQ EPP
- B. Cash Flow Forecast
- C. Budget to Actual Review

H. Report of District Manager, Oscar Pena

Consider & take appropriate action on:

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


I. **EXECUTIVE SESSION******

The Port O'Connor Improvement District may consider in Executive Session any of the identified items posted on the agenda pursuant to the following exceptions:


- Texas Government Code Ann. § 551.071: Consultation with Attorney
- Texas Government Code Ann. § 551.072: Real Property
- Texas Government Code Ann. § 551.074: Personnel Matters

The meeting adjourned at 3:15 p.m.

Respectfully submitted,



Danny McGuire, President



Nathan O'Neill, Secretary

Signed this _____ day of _____, 2022.

These minutes were approved on December ____, 2022