



Port O' Connor Improvement District

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

Minutes

Thursday, April 18, 2024 1:00 pm

Regular Board Meeting

The Board of Directors of the Port O' Connor Improvement District held a Regular Board Meeting on **Thursday, April 18, 2024 at 1:00 p.m.** at the District Office, 39 Denman Drive, Port O' Connor, Texas.

A. CALL TO ORDER

Assistant Vice President Victor Mozisek called the meeting to order at 1:00 p.m. and established that a quorum was present and welcomed everyone.

DIRECTORS PRESENT: John Childers, Victor Mozisek, and Nathan O'Neill

DIRECTORS ABSENT: Mike Clifton and Danny McQuire

ALSO PRESENT: Oscar Pena, Kim Stafford, Donald Goldman (District Bookkeeper), Bill Kotlan (BG&E), Mike Barette (BG&E), Eddie Krist (BG&E), Phillip Givens (Gen Manager), and Donna Grafe-Tucker (District Counsel)

ALSO PRESENT BY PHONE: Aroon Tungare (NODABL), Anita Scroggins (VCS) and Whitney Higgins (ABHR)

MEMBERS OF THE PUBLIC PRESENT: Kenneth Friedel and Kaleb Friedel

B. PUBLIC COMMENT WELCOME

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

1. VCS updates and take any appropriate action including but not limited to purchases and contracts on communication improvements
Discussion, no action.
2. Investment Report
Discussion, no action.
3. Review Drought Contingency Plan and Adopt Amended and Restated Drought Contingency Plan Table.

4. Review Water Conservation Plan; approve annual report and water conservation implementation report on implementation of Water Conservation Plan; adopt Amended and Restated Water Conservation Plan; authorize submittal to the Texas Water Development Board.
Table.
5. Website Privacy Policy
Motion: Nathan O'Neill
Second: John Childers
To approve the Website Policy with the changes approved by the District Counsel.
Motion Approved: 3-0
6. Adopt Resolution Authorizing Application to Texas Commission on Environmental Quality for Approval of Road District Powers.
Table.
7. TML Insurance Premiums and consideration of other insurance options
Table.
8. Pay Estimate No 1 (Vacuum Station 2B) for Reddico Construction in the amount of \$120,051.
Motion: John Childers
Second: Nathan O'Neill
To approve Pay Estimate No 1 (Vacuum Station 2B) for Reddico Construction in the amount of \$120,051.
Motion Approved: 3-0
9. Pay Estimate No 5 (Raw Water Storage Plant) for Paso Robles Tank, Inc in the amount of \$72,558.
Motion: John Childers
Second: Nathan O'Neill
To approve Pay Estimate No. 5 (Raw Water Storage Plant) for Paso Robles Tank, Inc in the amount of \$72, 558.
Motion Approved: 3-0
10. Pay Estimate No.3 (Reverse Osmosis) for TTE, LLC in the amount of \$466,465.50.
Motion: John Childers
Second: Nathan O'Neill
To approve Pay Estimate No.3 (Reverse Osmosis) for TTE, LLC in the amount of \$466,465.50.
Motion Approved: 3-0
11. Pay Estimate No 7 (Vacuum Station 1B) for Reddico Construction in the amount of 234,603.
Motion: John Childers
Second: Nathan O'Neill
To approve Pay Estimate No 7 (Vacuum Station 1B) for Reddico Construction in the amount of \$234,603.
Motion Approved: 3-0
12. Pay Estimate No 5 (Water Wells) for Friedel Drilling in the amount of \$401,121.
Motion: John Childers
Second: Nathan O'Neill
To approve Pay Estimate No.5 (Water Wells) for Friedel Drilling in the amount of \$316,341.
Motion Approved: 3-0

13. Change Order No. 1 for TTE, LLC in the amount of \$43,479.00 (Gravel Drive at Well No. 4)
Motion: John Childers
Second: Nathan O'Neill
To approve Change Order No. 1 for TTE, LLC in the amount of \$43,479 for the Gravel Drive at Well No 4.
Motion Approved: 3-0
14. Change Order No. 2 for TTE, LLC in the amount of \$212,000.00 (Gravel Drive at Wells 3,5,6, &7)
Motion: John Childers
Second: Nathan O'Neill
To approve Change Order No. 2 for TTE, LLC in the amount of \$212,000.00 for Gravel Drive at Wells 3,5,6, &7.
Motion Approved: 3-0

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. March 21, 2024 – Regular Board Meeting

2. APPROVAL OF PAYABLES

- A. Port O'Connor Improvement District – Payables
B. Defined Area – Payables
C. Capital Improvements Projects

Motion: Nathan O'Neill

Second: John Childers

To approve all minutes & payables on the consent agenda.

Motion Approved: 3-0

E. Goldman, Hunt & Notz, Donald Goldman

- A. Account Balances
B. Cadence Investment Fund Statement
C. Actual vs Budget Monthly Breakdown
D. Actual vs Budget Comparison
E. Accountant's Compilation Report
F. Financial Statements
G. Cost Comparisons

F. Report from BGE, Bill Kotlan

Consider & take appropriate action on:

- A. 2022 TWDB Projects
B. Bond Issue No 3 Projects
C. General Fund Maintenance Projects
D. Development Projects
E. Engineering matters, including preparation and approval of plans and specifications,

advertisement for bids, bid review, contract award, pay estimates, and change orders, acceptance of projects, deeds, related environmental proposals, easements, encroachment agreements, right of entry agreements, conflicts waivers, and request for service or utility Commitments.

Motion: Nathan O'Neill

Second: John Childers

To approve Change Order for Friedel Drilling (Water Wells No 3,4,5,6 and 7) for \$94,200.

Motion Approved: 3-0

G. Report of General Manager, Phillip Givens

Consider & take appropriate action on:

- A. Health Insurance Review
- B. Emergency Preparedness Plan
- C. Drought Contingency Plan
- D. Water Conservation Plan

H. Report of District Manager, Oscar Pena

Consider & take appropriate action on:

- A. District Status
- B. Work in Progress
- C. Water Production Report
- D. Water Quality
- E. Wastewater Treatment
- F. Administrative

The meeting adjourned at 2:20 p.m.

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

Respectfully submitted,



Danny McGuire, President



Nathan O'Neill, Secretary

Signed this 16 day of May, 2024.

These minutes were approved on May 16, 2024.