



Port O' Connor Improvement District

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

Minutes

August 12, 2021 1:00 pm

Regular Board Meeting

The Board of Directors of the Port O'Connor Improvement District held a Regular Board Meeting on **Thursday, August 12, 2021 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, David Randolph, John Childers and Nathan O'Neill

DIRECTORS ABSENT: Mike Clifton

ALSO PRESENT: Oscar Pena, Kim Stafford, Phillip Givens, Matt Froehlich, Donald Goldman (1:07) & Brian Kramer

PRESENT BY ZOOM: Donna Grafe Tucker, Wendy Duncan, Andre Ayala (Hilltop Securities), Chris Vela (Hilltop Securities), Whitney Higgins (ABHR) & Kathryn Foss (ABHR)

MEMBERS OF THE PUBLIC PRESENT: None

B. PUBLIC COMMENT WELCOME

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

1. GBRA Budget
Discussion, no action.
2. Approve Consolidation Agreement
Table
3. 2021 Consolidation Election; including:
 - a. adopt Resolution Designating an Agent of the Secretary of the Board of Directors During the Consolidation Election Period;
 - b. approve contract for election services with Calhoun County;
 - c. adopt Order Calling Consolidation Election;
 - d. authorize Notice of Election;
 - e. adopt Resolution Adopting Voting System; and
 - f. authorize posting of early voting roster.

Table

4. Discussion & Review of the 2021 Unlimited Tax Bonds Plan of Finance (Texas Water Development Board Drinking Water State Revolving Fund Loan Program)
Discussion in executive session.
Motion: John Childers
Second: David Randolph
Authorize District Engineer to apply for extension of TWDB Loan and to authorize District Engineer to submit surplus funds to TCEQ & TWDB and closing on TWDB Bond without future board approval, including documentation accountings all documentation necessary on prior bond funds.
Motion Approved: 4-0
5. Sales Tax Updates – B&A Municipal – Avik
No action
6. Presentation on EVO Municipal Financial Services
Motion: John Childers
Second: Nathan O'Neill
To authorize the purchase of EVO Services for a 10-year budget forecast for \$12,450 and authorize President to sign contract pending legal approval.
Motion Approved: 4-0
7. Touchstone District Services - Communications Report
Discussion, no action.
8. TWDB bond funding timeline
Discussion in executive session.
9. Consider and approve bids for Smoke Testing
Motion: John Childers
Second: David Randolph
To reject the current bids and to reopen bids after modifications to proposal.
Motion Approved: 4-0
10. Ratify first payment to Vanguard
Motion: John Childers
Second: David Randolph
To approve & ratify the first payment to Vanguard in the amount of \$442,048.20.
Motion Approved: 4-0
11. Discuss 2021 tax rate (for POCID & Defined Area #1), adopt Resolution regarding Development status for 2021 Tax Year, set public hearing date, and authorize notice of public hearing regarding adoptions of tax rate.
Motion: David Randolph
Second: John Childers
To adopt Resolution of a Developing District classification for POCID.
Motion Approved: 4-0

Motion: John Childers
Second: Nathan O'Neill
Authorize public notice for 2021 Tax rate & set hearing date to prior to October 12, 2021. POCID to keep rate the same at 51.9 tax rate with the debt service set at 26.59 and M&O at 25.31

Motion Approved: 4-0

Motion: John Childers

Second: David Randolph

Authorize public notice for 2021 Tax rate & set hearing date for October 12, 2021. Defined Area #1 to keep rate the same at 48.10

Motion Approved: 4-0

12. Budget (for POCID & Defined Area #1) for fiscal year ending September 30, 2022.

Motion: John Childers

Second: David Randolph

To adopt the proposed POCID & Defined Area #1 Budget for FY ending September 30, 2022

Motion Approved: 4-0

13. Transparency requirements pursuant to Section 2051.202, Government Code.

Discussion, no action.

14. Task orders 4, 5 and 6 for contracts with John D Mercer & Associates dated June 21, 2021

Motion: John Childers

Second: David Randolph

To approve the design phase of task orders D, F & G with John D Mercer & Associates and to approve all of task order H & not approve task order E.

Motion Approved: 4-0

15. Status report on John D Mercer projects

Discussion, no action.

16. Ground Storage online temporarily & Transfer Switches – Mercer Controls bids

Motion: John Childers

Second: David Randolph

To approve the ground storage online temporarily & transfer switches

Motion Approved: 4-0

17. Consider changing current procedures for charging customers upon meter installation
Table

18. Accounting/bookkeeping agreement update
Table

19. Resolution authorizing execution of transfer of funds (wire transfer) agreements

Motion: John Childers

Second: David Randolph

To authorize execution of transfer of funds (wire transfer) agreements proposed by Prosperity.

Motion Approved: 4-0

20. Open new account - Capital Project Fund - New Office Building/2020 Capital Projects

Motion: John Childers

Second: David Randolph

To authorize opening 2 new accounts for the new office building & 2020 Capital Project.

Motion Approved: 4-0

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. June 10, 2021, Regular Board Meeting
- B. June 21, 2021, Special Board Meeting
- C. July 1, 2021, Special Board Meeting

2. APPROVAL OF PAYABLES

- A. Port O'Connor Improvement District – Payables
- B. Defined Area – Payables

Motion: John Childers

Second: David Randolph

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, Matthew Froelich

- A. System Survey
- B. Geographic Information System (GIS)
- C. Utility Map Update
- D. Valve & Hydrant Placement Evaluation
- E. Water System Model
- F. Engineering Study Update

G. Report of General Manager, Phillip Givens via video conference

- A. Business Case Analysis (BCA)
- B. TWDB DWSRF Application
- C. Strategic Management Plan
- D. Operating Policy Review
- E. Proposal for both AMI Implementation (Smart Water System) & leak Detection Survey
- F. District Master Plan

- G. Invoice Review
- H. Tax Collection Reports

H. Report of District Manager, Oscar Pena

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

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

Went in to executive session at 2:42 p.m.

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

Came out of executive session at 3:23 p.m.

The meeting adjourned at 3:27 p.m.

Respectfully submitted,



Danny McGuire, President



Nathan O'Neill, Secretary

Signed this 9th day of September, 2021.

These minutes were approved on September 9, 2021.