



## **Port O' Connor Improvement District**

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

### **Minutes**

**Monday, October 23, 2023 1:00 pm**

### **Regular Board Meeting**

The Board of Directors of the Port O'Connor Improvement District held a Regular Board Meeting on **Monday, October 23, 2023 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 and Nathan O'Neill

**DIRECTORS ABSENT:** Mike Clifton

**ALSO PRESENT:** Oscar Pena, Kim Stafford, Donald Goldman (District Bookkeeper), Mike Burrett (BG&E), and Donna Grafe-Tucker (District Counsel)

**ALSO PRESENT BY PHONE:** None

**MEMBERS OF THE PUBLIC PRESENT:** Chip Miles (Krist Engineering)

#### **B. PUBLIC COMMENT WELCOME**

**None**

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

1. Status updates on Engineering Projects, including the wells, RO system, distribution, and discharge lines and Vacuum stations  
**Discussion, no action.**
2. GBRA Raw Water & Treated Water contracts  
**Discussion, no action.**
3. Investment Report  
**Discussion, no action.**
4. Obtaining Park Powers  
**Discussion, no action.**
5. Review delinquent Tax Report and take any necessary action.  
**Table.**

6. Appoint Director to review delinquent Tax Collection Contract Table.
7. Authorize Annual Eminent Domain Filing.  
**Motion: Victor Mozisek**  
**Second: Nathan O'Neill**  
**To authorize District Counsel to file The District's Annual Eminent Domain.**  
**Motion Approved: 3-0**
8. Authorize 2024 Calendar  
**Discussion, no action.**
9. Policy Update  
**Discussion, no action.**
10. Water Well No. 3, 4, 5, 6 & 7 Project
  - A. Approval of Change Order No. 1 for Friedel Drilling in the amount of \$25,125.00 for additional depth of pilot hole and well log for Well No. 5.  
**Motion: Victor Mozisek**  
**Second: Nathan O'Neill**  
**To approve Change Order No. 1 for Friedel Drilling in the amount of \$25, 125.00 for additional depth in pilot hole and well log for Well No 5**  
**Motion Approved: 3-0**
  - B. Approval of Pay Estimate No. 1 for Friedel Drilling in the amount of \$257,062.50.  
**Motion: John Childers**  
**Second: Victor Mozisek**  
**To approve Pay Estimate No 1 for Friedel Drilling in the amount of \$257,062.50.**  
**Motion Approved: 3-0**
11. Reverse Osmosis Project
  - A. Approval of Engineering Contract Amendment to add discharge water pump station to project in the amount of \$18,000.00.  
**Motion: Victor Mozisek**  
**Second: John Childers**  
**To approve Engineer Contract Amendment to add discharge pump station to project in the amount of \$18,000.00.**  
**Motion Approved: 3-0**
12. Well Transmission Lines and RO Discharge Line Project
  - A. Award Bid for Vacuum Station 2B to Reddico Construction Company, Inc. for \$2,539,344.00.  
**Motion: John Childers**  
**Second: Victor Mozisek**  
**To award the Bid for Vacuum Station 2B to Reddico Construction Company, Inc for \$2,539,344.00**  
**Motion Approved: 3-0**

- B. Approval of Engineering Contract Amendment to add design modifications and agency approvals for \$50,000.00.  
**Motion: Victor Mozisek**  
**Second: John Childers**  
**To approve Engineering Contract Amendment to add design modifications and agency approvals for \$50,000.00.**  
**Motion Approved: 3-0**

13. VEC Easements

- A. Approve Payment to Victoria Electric Company of \$6,952.46 for extension of electrical service to Well No. 5 (Hwy 35 at Trevor)  
**Motion: Victor Mozisek**  
**Second: John Childers**  
**To approve payment to Victoria Electric Company of \$6,952.46 for extension of electrical service to Well No 5 (Hwy 35 at Trevor St).**  
**Motion Approved: 3-0**
- B. Approve payment to Victoria Electric Company of \$43,237.72 for extension of electrical service to Well No. 6 (Trevor St.)  
**Motion: Victor Mozisek**  
**Second: John Childers**  
**To approve payment to Victoria Electric Company of \$43,237.72 for extension of electrical service to Well No 6 (Trevor St)**  
**Motion Approved: 3-0**

14. Approval of Pay Estimate No.1 for Paso Robles Tank, Inc for \$255,960.00

- Motion: Victor Mozisek**  
**Second: John Childers**  
**To approve Pay Estimate No 1 for Paso Robles Tank, Inc for \$255,960.00.**  
**Motion Approved: 3-0**

15. Approval of Pay Estimate No. 3 for Lester Contracting for \$391,416.00

- Motion: Victor Mozisek**  
**Second: John Childers**  
**To approve Pay Estimate No 3 for Lester Contracting for \$391,416.00.**  
**Motion Approved: 3-0**

16. Approval of Pay Estimate No. 2 for Reddico Construction for \$218,700.00

- Motion: Victor Mozisek**  
**Second: John Childers**  
**To approve Pay Estimate No 2 for Reddico Construction for \$218,700.00.**  
**Motion Approved: 3-0**

17. Update on collection accounts

- 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. September 21, 2023 - Regular Board Meeting

**2. APPROVAL OF PAYABLES**

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

**Motion: Victor Mozisek**

**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. 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.

**G. Report of General Manager, Phillip Givens**

Consider & take appropriate action on:

- A. Operating Policy Review
- B. TWDB AMPSS Program Grant Application
- C. TCEQ EPP

**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 2:15 p.m.**

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

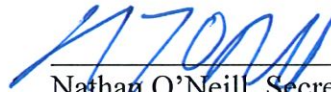
The Port O'Connor Improvement District may consider in Executive Session any of the identified items posted on the agenda pursuant to the following exceptions:

- 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 November, 2023.

These minutes were approved on November 16, 2023