



Port O' Connor Improvement District

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

Minutes

September 9, 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, September 9, 2021 at 1:05 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 1:05 p.m. and established that a quorum was present and welcomed everyone.

DIRECTORS PRESENT: Danny McGuire, David Randolph, Mike Clifton and Nathan O'Neill

DIRECTORS ABSENT: John Childers

ALSO PRESENT: Oscar Pena, Kim Stafford, Phillip Givens and Donna Grafe-Tucker

PRESENT BY ZOOM: Wendy Duncan, Whitney Higgins (ABHR), Donald Goldman (Goldman, Hunt & Notz), Phil Mullan (BGE) & Robyn German (ABHR)

MEMBERS OF THE PUBLIC PRESENT: A J Drexler

B. PUBLIC COMMENT WELCOME

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

1. 2021 Consolidation Election

1. Elección de Consolidación de 2021

Discussion, no action

2. Touchstone District Services - Communications Report

Discussion, no action

3. FY 2021/2022 POCID proposed tax rate

Motion: David Randolph

Second: Mike Clifton

To levy an ad valorem tax of \$.519 on each \$100 of taxable property within the District for the tax year 2021 consisting of the following 2 components: \$0.2659 to pay the District's debt service; and \$0.2531 to fund the District's maintenance and operations expenditures.

Motion Approved: 4-0

4. FY 2021/2022 Defined Area 1 tax rate

Motion: David Randolph

Second: Mike Clifton

To levy an additional ad valorem tax of \$.4810 on each \$100 of taxable property within the District for the tax year 2021 only on property within the boundaries of Defined Area #1 in order to provide for the maintenance and operation purposes specifically related to Defined Area #1.

Motion Approved: 4-0

5. Ratify VEC check

Motion: David Randolph

Second: Mike Clifton

To ratify the check issued for Victoria Electric Coop for the new building in the amount of \$7,632.85.

Motion Approved: 4-0

6. Accounting/bookkeeping agreement update

Motion: David Randolph

Second: Mike Clifton

To approve the updated bookkeepers agreement.

Motion Approved: 4-0

7. COVID Pay

Motion: David Randolph

Second: Mike Clifton

To approve an extension on the COVID pay policy till December 31, 2021.

Motion Approved: 4-0

8. Patton & Cambell line extension

Motion: David Randolph

Second: Mike Clifton

To approve the district install and pay for the extensions for Patterson & Cambell

Motion Approved: 4-0

9. Amendments to Rules & Regs 3.11 – Water & Sewer charges

Discussion, no action

10. Billing adjustments for: Arlen Fehner 1006 Commerce, Tom Elder 16 Koinonia Court and Carolyn Atkinson 513 W. Taylor

No additional adjustments made

11. Transparency requirements pursuant to Section 2051.202, Government Code

Discussion, no action.

12. Change order for additional data collectors at LaSalle

Motion: David Randolph

Second: Mike Clifton

To approve the change order for additional data collectors at LaSalle.

Motion Approved: 4-0

13. Change order for completion time for AMI meters

Motion: David Randolph

Second: Mike Clifton

To approve the change order for completion time for AMI Meters.

Motion Approved: 4-0

14. Request for Leasing of District Property for agriculture (Grazing) use
Discussion, no action.

15. Approve Professional Services Agreement for Bureau Veritas North America, Inc.

Motion: David Randolph

Second: Mike Clifton

To approve the professional service agreement for Bureau Veritas North America, Inc once the correct language is added and legal has approved.

Motion Approved: 4-0

16. SB3 Compliance Requirements

Table

17. Review all properties owned by POCID

Discussion, no action

18. Conduct annual review of Investment Policy and adopt Resolution Regarding Annual Review of Investment Policy

Motion: David Randolph

Second: Mike Clifton

To approve the Investment Policy as amended with the addition of any party handling our investments be required to execute an acknowledgement of receipt of the policy and an agreement to comply with the terms of the POCID Investment Policy.

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. August 12, 2021 Regular Board Minutes
- B. August 16, 2021 Special Board Minutes
- C. August 25, 2021 Special Board Minutes

2. APPROVAL OF PAYABLES

- A. Port O'Connor Improvement District – Payables
- B. Defined Area – Payables
- C. Pay Request #2 – POCID New Office Building – Rawley McCoy & Associates, PLLC
- D. Pay Request #1 – Installation of Air Intakes on Sewer Pods – Reddico Construction Co., Inc
- E. Pay Request #1 – POCID New Office Building – Lauger Companies, Inc

Motion: David Randolph

Second: Mike Clifton

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******

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:

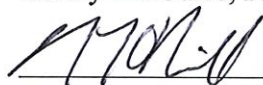
- Texas Government Code Ann. § 551.071: Consultation with Attorney
- Texas Government Code Ann. § 551.072: Real Property
- Texas Government Code Ann. § 551.074: Personnel Matters

The meeting adjourned at 3:31 p.m.

Respectfully submitted,



Danny McGuire, President



Nathan O'Neill, Secretary

Signed this 14th day of October, 2021.

These minutes were approved on October 14, 2021