



Port O' Connor Improvement District

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

Minutes

December 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, November 11, 2021 at 1:02 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 1:02 p.m. and established that a quorum was present and welcomed everyone.

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

DIRECTORS ABSENT: None

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

MEMBERS OF THE PUBLIC PRESENT: BeBe Henneke and AJ Drexler

B. PUBLIC COMMENT WELCOME

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

1. Required Consolidation Actions and Procedures for Consolidation with LaSalle WCID 1A
Table

2. LaSalle WCID 1A Bank accounts and investments to be transferred to consolidated district

Motion: John Childers

Second: David Randolph

To approve LaSalle WCID 1A transfer of accounts to Prosperity Bank

Motion Approved: 5-0

3. Authorize publication of consolidated district rules and regulations

Motion: John Childers

Second: Danny McGuire

To authorize publication of the proposed consolidated district rules and regulations.

Motion Approved: 5-0

4. Authorization to file Eminent Domain annual report with Comptroller's office
Motion: John Childers
Second: Mike Clifton
To authorize District Counsel to file Eminent Domain annual report with Comptroller's office.
Motion Approved: 5-0
4. LaSalle WCID generator lease agreement
Motion: Nathan O'Neill
Second: John Childers
To authorize assumption of lease and payment of \$2617 a month unless District Manager can negotiate to buy the generator.
Motion Approved: 5-0
5. Employee Handbook Paid Holiday policy
No action.
6. Master plan & possible bond authorization
Motion: John Childers
Second: David Randolph
To authorize commencement on planning to implement the master plan and a proposed bond authorization election for consideration in the amount of 40 million
Motion Approved: 5-0
7. Authorize transfer of LaSalle utilities to POCID
Motion: John Childers
Second: David Randolph
To approve the transfer of the LaSalle utilities to POCID
Motion Approved: 5-0
8. Rawley McCoy – Building Update
No action
9. Authorize legal notice to building contractor
No action.
10. Annual review of tax exemptions – Hilltop
Table
11. Republic CPI rate increase
No action.
12. Discuss book keeping services & review book keeping proposals
Motion: John Childers
Second: David Randolph
To approve Goldman, Hunt & Notz new bookkeeping proposal.
Motion Approved: 5-0
13. Updating POCID Logo
Motion: David Randolph
Second: John Childers
To approve the new logo for POCID.
Motion Approved: 5-0

13. Annexation of county property and out of district rate charges pending annexation
Motion: Nathan O'Neill
Second: John Childers
To approve charging Calhoun County residential in district rates until the annexation is complete.
Motion Approved: 5-0
14. Authorize commencement of consolidated District customer billing
Motion: John Childers
Second: David Randolph
To approve billing of LaSalle customers with POCID logo starting the next billing cycle.
Motion Approved: 5-0

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. October 12, 2021 Special/Town Hall Consolidation Election Board Minutes
- B. October 14, 2021 Regular Board Minutes
- C. October 26, 2021 Special Board Minutes

2. APPROVAL OF PAYABLES

- A. Port O'Connor Improvement District – Payables
- B. Defined Area – Payables
- C. Pay Request #3 – 2021 Installation of Air Intakes on Sewer Pods – Reddico Construction Company, Inc
- D. Pay Request #1 – 16th St Elevated Storage Tank Rehabilitation Project

Motion: John Childers
Second: Nathan O'Neill
To approve all minutes & payables on the consent agenda.
Motion Approved: 5-0

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 3:15 p.m.

Respectfully submitted,



Danny McGuire, President



Nathan O'Neill, Secretary

Signed this 20th day of January, 2021.

These minutes were approved on January 20, 2021