



Port O' Connor Improvement District

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

Minutes

January 20, 2022 1:00 pm

Regular Board Meeting

The Board of Directors of the Port O' Connor Improvement District held a Regular Board Meeting on **Thursday, January 20, 2022 at 1:03 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 1:03 p.m. and established that a quorum was present and welcomed everyone.

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

DIRECTORS ABSENT: David Randolph

ALSO PRESENT: Oscar Pena, Kim Stafford, Donna Grafe-Tucker (General Counsel), Donald Goldman (District Bookkeeper), Matt Froehlich (BGE), Bill Kotlan (BGE) and Brian Kramer (JD Mercer & Associates)

ALSO PRESENT BY PHONE: Phillip Givens (General Manager)

MEMBERS OF THE PUBLIC PRESENT: Karie Skalak and Kacie Skalak

B. PUBLIC COMMENT WELCOME

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

1. Customer Complaint – Skalak – 301 Taylor Ave

Motion: Nathan O'Neill

Second: John Childers

To reduce the charge for just the materials at \$254.65.

Motion Approved: 4-0

2. Annual review of tax exemptions – Hilltop

Discussion, no action

3. Rawley McCoy – Building Update

Discussion, no action

4. Annexation of county property and out of district rate charges pending annexation

Table

5. Required Consolidation Actions and Procedures for Consolidation with LaSalle WCID 1A
No action
6. Financial and banking transactions to transfer funds due to consolidation of LaSalle WCID 1A and POCID
Motion: Mike Clifton
Second: John Childers
To authorize LaSalle accounts to stay open and add new signature cards for POCID Board members.
Motion Approved: 4-0
7. Review, discuss, and take any action necessary regarding the approval of all Deeds, Assignment of Easements & Bill of Sale to be granted to POCID in accordance with the consolidation Agreement
Motion: John Childers
Second: Mike Clifton
To approval of all Deeds, Assignment of Easements & Bill of Sale to be granted to POCID in accordance with the consolidation Agreement and authorize Board President to sign for them and to authorize filing in Calhoun County.
Motion Approved: 4-0
8. Consideration of refunding bonds and authorization for district advisers to research and consider same for inclusion on May election
Motion: John Childers
Second: Mike Clifton
To authorize ABHR & District counsel to look into advisement of refunding bonds in conjunction with next issuance.
Motion Approved: 4-0
9. Proposal from BGE for design, bid and construction phase services for electrical and SCADA facilities for the proposed wellfield
Motion: John Childers
Second: Mike Clifton
To accept the proposal from BGE for design, bid and construction phase services for electrical and SCADA facilities for the proposed wellfield.
Motion Approved: 4-0
10. Professional Engineering Services for the electrical and communication facilities for the proposed wellfield and reverse osmosis system
Discussion, no action.
11. Master plan & possible bond authorization
Discussion, no action.
12. Design and construction phase services for some additional waterline improvements
Motion: John Childers
Second: Nathan O'Neill
To accept the design and construction phase services for additional waterline improvements.
Motion Approved: 4-0

13. Sewer connection fees
Motion: Nathan O'Neill
Second: John Childers
To create a new Pre Service Tap Fee of \$700 for taps that are not brought to the surface.
Motion Approved: 4-0
14. Board President authority to execute documents related to CCGWCD permits and applications
Motion: John Childers
Second: Mike Clifton
To authorize POCID Board President to execute documents related to CCGWCD permits & application.
Motion Approved: 4-0
15. Review, discuss, and take any action necessary to move forward with the Consolidation between Port O'Connor Improvement District and La Salle WCID No. 1A
Table
16. Review, discuss, and take any action necessary regarding adopting a Resolution regarding Transfer of Financial Accounts into the Name of Port O'Connor Improvement District as part of the Consolidation
Table
17. Review, discuss and take any action necessary to authorize Port O'Connor Improvement District to receive all bank drafts for payments and to hold all payment amounts received from customers effective January 19, 2022
Table
18. Review, discuss and take any action necessary to complete and submit an Application to Amend a Permit or Certificate to request a transfer of the La Salle WCID No.1A Drilling Permits to Port O'Connor Improvement District.
Discussion, no action.
19. Review, discuss and take any action necessary to assume the assignment and obligations of professional contracts of LaSalle WCID 1A professionals and advisers
Motion: John Childers
Second: Mike Clifton
To approve assignment contracts of LaSalle WCID 1A professional & advisors to the Consolidated District.
Motion Approved: 4-0
20. Cash Flow Forecast
Discussion, no action.
21. Well sites including easements from Calhoun County
Discussion, no action.
22. Proposal for depositories for POC funds
Motion: John Childers
Second: Mike Clifton
To authorize POCID Board President to get proposals for depositories for POC funds.
Motion Approved: 4-0

23. Rules & regulations regarding broken or exposed pipes permitting water inflow into wastewater system, including possible fines

Motion: John Childers

Second: Mike Clifton

To accept rules and regulation regarding amendments broken pipes or exposed pipes permitting water inflow into wastewater system, including applicable fines.

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. December 9, 2021

2. APPROVAL OF PAYABLES

- A. Port O'Connor Improvement District – Payables
- B. Defined Area – Payables
- C. Pay Request #4 – 2021 Water & Sewer Improvement Project – Lester Contracting
- D. Pay Request #3 - 2021 EST Rehab– Tank Pros
- E. Pay Request #5 – New Building – Lauger
- F. Pay Request #6 – New Building - Lauger

Motion: Nathan O'Neill

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

Consider & take appropriate action on:

- A. Customer Service Line Smoke Testing
- B. 2015 TWDB D-Fund
- C. 2018 Bond Projects
- D. 2021 Bond Projects
- E. Future Bond Authorization

G. Report of General Manager, Phillip Givens

Consider & take appropriate action on:

- A. SB3 in the 87th Legislature & Texas Water Code 13.1396
- B. Cash Flow Forecast
- C. EVO Report & 10 Year Budget
- D. TWDB DWSRF Application
- E. In-House Engineer Update

H. Report of District Manager, Oscar Pena

Consider & take appropriate action on:

- 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 3:26 p.m.

Respectfully submitted,



Danny McGuire, President



Nathan O'Neill, Secretary

Signed this 24th day of February, 2022.

These minutes were approved on February 24, 2022