



Port O' Connor Improvement District

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

Minutes

Monday, December 18, 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, December 18, 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, Mike Clifton and Nathan O'Neill

DIRECTORS ABSENT: None

ALSO PRESENT: Oscar Pena, Kim Stafford, Cole Guthrie (District Bookkeeper), Phillip Givens (General Manager) and Donna Grafe-Tucker (District Counsel)

ALSO PRESENT BY PHONE: None

MEMBERS OF THE PUBLIC PRESENT: Reed Wagner, Paul Spaeth (CCAD) and Tammy Blakeman (CCAD).

B. PUBLIC COMMENT WELCOME

Reed Wagner

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. VCS updates and take any appropriate action including but not limited to purchases and contracts on communication improvements
Discussion, no action.
3. Customer – Credit Request
Discussion, no action.
4. Investment Report
Discussion, no action.

5. Review delinquent Tax Report and take any necessary action.
Discussion, no action.
6. Policy Update
Discussion, no action.
7. District Reimbursement – Martin Midstream sale
Discussion, no action.
8. Obtaining Park Powers
Discussion, no action.
9. Travel Reimbursement Guidelines and Director Expenses for AWBD winter conference
Discussion, no action.
10. Change Order No. 2 (Friedel Drilling Company): Water Well Contract for \$67,250.
Motion: Victor Mozisek
Second: John Childers
To approve Change Order No. 2 with Friedel Drilling Company for the water Well Contract in the amount of \$67,250.
Motion Approved: 4-0
11. Pay Estimate No. 4 (Reddico): Vacuum Station 1B for \$94,522.50
Motion: Victor Mozisek
Second: Nathan O'Neill
To approve Pay Estimate No. 4 with Reddico for Vacuum Station 1B in the amount of \$94, 522.50
Motion Approved: 4-0
12. Pay Estimate No. 2 (Viking Industrial Painting, LLC): Sanctuary Water Plant for \$145,800.
Motion: John Childers
Second: Victor Mozisek
To approve Pay Estimate No. 4 with Viking Industrial Painting, LLC for Sanctuary Water Plant in the amount of \$145,800.
Motion Approved: 4-0
13. Pay Estimate No. 3 (Paso Robles): Raw Water Storage Tank for \$103,365.
Motion: Victor Mozisek
Second: John Childers
To approve Pay Estimate No 3 with Paso Robles for Raw Water Storage Tank in the amount of \$ 103,365.
Motion Approved: 4-0
14. Pay Estimate No 2 (Friedel Drilling Company): Water Well Contract for \$117,405.
Motion: Victor Mozisek
Second: John Childers
To approve Pay Estimate No 2 with Friedel Drilling Company for Water Well Contract in the amount of \$ 117,405.
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. November 16, 2023 - Regular Board Meeting

2. APPROVAL OF PAYABLES

A. Port O'Connor Improvement District – Payables

B. Defined Area – Payables

C. Capital Improvements Projects

Motion: Nathan O'Neill

Second: Victor Mozisek

To approve all minutes & payables on the consent agenda.

Motion Approved: 4-0

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 2:32 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 18 day of January, 2024.

These minutes were approved on January 18, 2024.