

# Port O’Connor Improvement District

**P.O. Box 375**

**Port O’Connor, Texas 77982**

**MEETING NOTICE AND AGENDA**

## Thursday, February 11, 2021 1:00 p.m.

 **Regular Board Meeting**

POSTING DATE: February 8, 2021

NOTICE IS HEREBY GIVEN that the Board of Directors of the Port O’Connor Improvement District will hold a Regular Board Meeting on **Thursday, February 11, 2021** at **1:00 p.m.** at the District Office, 39 Denman Drive, Port O’Connor, Texas. The purpose of the meeting will be to discuss, consider and take necessary action on the following matters:

**A. CALL TO ORDER**

 1. Quorum Call

 2. Citizens Welcome

 3. Pledge of Allegiance

**B. PUBLIC COMMENT WELCOME**

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

1. Audit

            2. Review Arbitrage Rebate Report for the Series 2015 Bonds

            3. Ratify TML increase

            4. LaSalle Consolidation

5. Website – Agendas/Newsletters

            6. Capacity of the Elevated Storage

            7. Vacuum Sewer and Water lines along Adams

            8. Ratify Engineer Contract with Elite Engineering

9. Adopt the final Employee Handbook

            11. Vacuum Station upgrades and/or addition of Vacuum Station

            12. Bank fund transfer authorizations

            13. Sanitary control easements

            14 Ground water District permits for new water system supply wells

            15. Third party bill printing – Bill printing including integration with CUSI

            16. Prosperity Bank renewal

            17. Policy Review – Director’s Fees & Expense Reimbursements

            18. Policy Review - Board of Directors Role in Employee Discipline

            19. Defined Area agreement & bulkhead insurance requirements

            20. Projects related to remaining 2018 & 2018 bond fund

**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**

1. January 14, 2021

**2. APPROVAL OF PAYABLES**

 A. Port O’Connor Improvement District – Goldman, Hunt & Knotz,

 Bookkeeper Report

1. POCID – 2020 Water Distribution Improvements – Phase 2 – Application for Payment No 4
2. POCID – Vacuum Sewer System Improvements – Application for Payment No. 6 - Final
3. Defined Area – Goldman, Hunt & Knotz

 **E.   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

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

1. 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

**G. Report of District Manager,** Oscar Pena

 A. District Status

 B. Work in Progress

 C. Water Production Report

 D.  Administrative

 E. Purchases

**H. Report of District Engineer,** John Mercer

 A. TWDB Project 21750 Update

 B. Status of TCEQ Bond Projects.

 C. Status of TWDB Bond Projects.

D. Change Orders

 **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

 **J**. **ITEMS FROM BOARD MEMBERS** (Note: Board members may request specific factual

 information, recitation of existing policy, or placement of items on the Agenda for discussion

 at a later meeting.)

 **K**. **ADJOURN**

 \*\*\* Any item on this agenda may be discussed in executive session if authorized by Texas law, regardless or whether that item is listed under “Executive Session” in this agenda, and regardless of any past or current practice of the District’s board. Executive sessions described generally herein may include consideration of any item otherwise listed on the agenda plus any subject specified in the executive session notice. Executive sessions may be held at 39 Denman Drive, Port O’Connor, Texas\*\*\*\*

**CERTIFICATION**

I, the undersigned authority, do hereby certify that the Notice of Meeting and Agenda for the Port O’Connor Improvement District Board of Directors Meeting was posted on the bulletin board at the Port O’Connor Improvement District Offices at 39 Denman Drive, Port O’Connor, Texas, a place convenient and readily accessible to the public at all times, on the following date and time:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 2021 at \_\_\_\_\_\_\_\_\_\_\_ a.m. / p.m. and said Notice was posted on the District’s website and remained so posted continuously until meeting was convened. Additionally, the Notice of Meeting and Agenda for the Port O’Connor Improvement District Board of Directors Meeting was posted at the Port O’Connor U.S. Post Office Building for convenience.

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