



# Port O' Connor Improvement District

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

Minutes

Thursday, March 21, 2024 1:00 pm

Regular Board Meeting

The Board of Directors of the Port O' Connor Improvement District held a Regular Board Meeting on **Thursday, March 21, 2024 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, Donald Goldman (District Bookkeeper), Chris Meinhardt (BG&E), Mike Barette (BG&E) and Donna Grafe-Tucker (District Counsel)

**ALSO PRESENT BY PHONE:** Aroon Tungare (NODABL)

**MEMBERS OF THE PUBLIC PRESENT:** Anita Scroggins (VCS) & Eric Saeger (Thornhill)

## B. PUBLIC COMMENT WELCOME

## 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

**Motion: Victor Mozisek**

**Second: Mike Clifton**

**To approve a customer credit to waive all \$2155.30 in sewer charges and \$1066.25 in water charges being a total billing adjustment of \$3221.55, including a waiver of all sewer charges.  
Motion Approved: 4-0**

4. Investment Report  
**Discussion, no action.**
5. Ricoh Contract Renewal  
**Motion: John Childers  
Second: Victor Mozisek  
To authorize Kim Stafford to sign the Ricoh Contract Renewal.  
Motion Approved: 4-0**
6. Vanguard contract performance enforcement  
**Motion: Nathan O'Neill  
Second: John Childers  
To authorize District Counsel to file a law suit against Vanguard for Contract Performance Enforcement.  
Motion Approved: 4-0**
7. District Reimbursement – Martin Midstream sale  
**Table.**
8. TML Insurance Premiums and consideration of other insurance options  
**Discussion, no action.**
9. Adopt Resolution Authorizing Application to Texas Commission on ENVIRONMENTAL Quality for Approval of Road District Powers.  
**Table.**
10. Pay Request No. 6 for Reddico Construction Company (Vacuum Station 1B) for \$294,894.00.  
**Motion: John Childers  
Second: Victor Mozisek  
To approve Pay Request No. 6 for Reddico Construction Company (Vacuum Station 1B) for \$294,894.  
Motion Approved: 4-0**
11. Pay Request No. 4 for Viking Industrial Painting (Sanctuary Rehab Project) for \$59,217.00.  
**Motion: John Childers  
Second: Victor Mozisek  
To approve Pay Request No 4 for Viking Industrial Painting (Sanctuary Rehab Project) for \$59,217.  
Motion Approved: 4-0**
12. Pay Request No. 4 for Friedel Drilling Company (Water Well Project) for \$289,701.  
**Motion: Victor Mozisek  
Second: John Childers  
To approve Pay Request No. 4 for Friedel Drilling Company (Water Well Project) for \$186,876.  
Motion Approved: 4-0**
13. Pay Request No. 1 for TTE, LLC (Reverse Osmosis Project) for \$860,462.



**Motion: Nathan O'Neill**

**Second: John Childers**

**To authorize Pay Request for TTE, LLC (Reverse Osmosis Project) for \$860,462.**

**Motion Approved: 4-0**

14. Pay Request No. 2 for TTE, LLC (Reverse Osmosis Project) for \$571,467.70.

**Motion: John Childers**

**Second: Victor Mozisek**

**To approve Pay Request No. 2 for TTE, LLC (Reverse Osmosis Project) for \$571,467.70 and to release it at an in-person meeting.**

**Motion Approved: 4-0**

15. Delinquent Customer Accounts

**Discussion, no action.**

16. Review Drought Contingency Plan and Adopt Amended and Restated Drought Contingency Plan **Table.**

17. Review Water Conservation Plan; approve annual report and water conservation implementation report on implementation of Water Conservation Plan; adopt Amended and Restated Water Conservation Plan; authorize submittal to the Texas Water Development Board.

**Table.**

**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. February 15, 2024 – Regular Board Meeting

## **2. APPROVAL OF PAYABLES**

A. Port O'Connor Improvement District – Payables

B. Defined Area – Payables

C. Capital Improvements Projects

**Motion: Victor Mozisek**

**Second: John Childers**

**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.

**Motion: Victor Mozisek**

**Second: John Childers**

**To approve Change Order for Friedel Drilling (Water Wells No 3,4,5,6 and 7) for \$113,375**

**Motion Approved: 4-0**

G. Report of General Manager, Phillip Givens

Consider & take appropriate action on:

- A. Health Insurance Review
- B. Emergency Preparedness Plan
- C. Drought Contingency Plan
- D. Water Conservation Plan

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

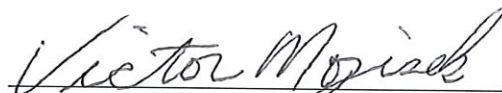
**The meeting adjourned at 3:22 p.m.**

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:

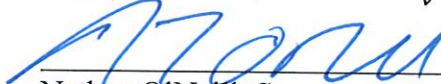
- Texas Government Code Ann. § 551.071: Consultation with Attorney
- Texas Government Code Ann. § 551.072: Real Property
- Texas Government Code Ann. § 551.074: Personnel Matters

Respectfully submitted,



Danny McGuire, President

Victor Mozisek,



Nathan O'Neill, Secretary

Asst. Vice-  
President

Signed this 18 day of April, 2024.

These minutes were approved on March 18, 2024.  
April