



## **Port O'Connor Improvement District**

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

### **Minutes**

**Thursday, October 16, 2025 1:00 p.m.**

**Regular Board Meeting**

The Board of Directors of the Port O'Connor Improvement District held a Regular Board Meeting on **Thursday, October 16, 2025** at **1:00 p.m.** at the District Office, 39 Denman Drive, Port O'Connor, Texas.

#### **A. CALL TO ORDER**

Vice-President Mike Clifton called the meeting to order at 1:02 p.m. and established that a quorum was present and welcomed everyone.

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

**DIRECTORS ABSENT:** Danny McGuire and Victor Mozisek

**ALSO PRESENT:** Oscar Pena, Kim Stafford, Donna Grafe-Tucker (District Counsel), Eddie Kirst (Kirst Engineering) and Mike Barrette (BG&E)

**ALSO PRESENT BY PHONE:** None

**MEMBERS OF THE PUBLIC PRESENT:** None

#### **B. PUBLIC COMMENT WELCOME:** None

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

1. Annual reviews of professional service agreements including Bookkeeping.  
**Discussion, no action.**
2. Authorization for actions related to obtaining Road Powers, including all necessary filings and elections  
**Discussion, no action.**
3. Approve annual report on implementation
  - a. Water Conservation Plan  
**Discussion, no action.**

4. Consider terminating Interlocal Agreement with City of Seadrift

**Motion: John Childers**

**Second: Nathan O'Neill**

**To terminate the Interlocal Agreement with the City of Seadrift**

**Motion Approved: 3-0**

5. Change Orders for Approval under existing project contracts:

- a. No. 8 for TTE, LLC (RO) in the amount of \$399,000.

**Motion: Nathan O'Neill**

**Second: John Childers**

**To approve Change Order No 8 for TTE, LLC (RO) in the amount of \$399,000.**

**Motion Approved: 3-0**

6. Pay Estimates for Approval under existing project contracts:

- a. No. 7 for SPS 2018, LLC (Pit Replacement) in the amount of \$68,787.74.

- b. No. 18 for TTE, LLC (RO) in the amount of \$55,000.

**Motion: Nathan O'Neill**

**Second: John Childers**

**To approve Pay Estimates No. 7 for SPS 2018, LLC (Pit Replacement) in the amount of \$68,787.74 and No. 18 for TTE, LLC (RO) in the amount of \$55,000.**

**Motion Approved: 3-0**

7. Update on potential claims regarding sewer system components

**Discussion, no action.**

8. Sewer system improvements, including sumps, force mains, extensions and other improvements

**Discussion, no action.**

9. New water supply system, including the reverse osmosis system, TCEQ approvals testing, water wells, water treatment, and pipelines

**Discussion, no action.**

10. Master Plan updates for improvement timelines and budgeting purposes for future improvements

**Discussion, no action.**

11. 2025-2026 Bond Application

**Discussion, no action.**

12. Appointment for local representation on Appraisal District Review Board

**Discussion, no action.**

**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. September 10, 2025 – Special Board Meeting
- B. September 18, 2025 – Regular Board Meeting

## **2. APPROVAL OF PAYABLES**

- A. Port O'Connor Improvement District – Payables
- B. Defined Area – Payables
- C. Capital Improvements Projects

**Motion:** John Childers

**Second:** Nathan O'Neill

**To approve the minutes & all payables on the consent agenda.**

**Motion Approved: 3-0**

## **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 Kirst Engineering, Eddie Kirst**

Consider & take appropriate action on:

- A. 2022 TWDB Projects
- B. Bond Issue No 3 Projects
- C. General Fund Maintenance Projects
- D. Development Projects
- E. 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.
- F. Other Items

## **G. 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 1:51 pm.

**H.\*\*\*\*EXECUTIVE SESSION\*\*\***

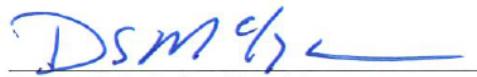
The Port O'Connor Improvement District may consider in Executive Session any of the identified items posted on the agenda pursuant to the following exceptions:

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 20 day of November, 2025.

These minutes were approved on November 20, 2025.