



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

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

### **Minutes**

**Monday, May 23, 2022 1:00 pm**

### **Regular Board Meeting**

The Board of Directors of the Port O'Connor Improvement District held a Regular Board Meeting on **Monday, May 23, 2022 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 1:07 p.m. and established that a quorum was present and welcomed everyone.

**DIRECTORS PRESENT:** Danny McGuire, John Childers and Mike Clifton

**DIRECTORS ABSENT:** David Randolph and Nathan O'Neill

**ALSO PRESENT:** Oscar Pena, Kim Stafford, Donna Grafe-Tucker (General Counsel), Bill Kotlan (District Engineer), Matt Froelich (District Engineer), Donald Goldman (District Bookkeeper and Christine Janak (District Bookkeeper).

**ALSO PRESENT BY PHONE:** None

**MEMBERS OF THE PUBLIC PRESENT:** None

#### **B. PUBLIC COMMENT WELCOME**

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

1. Rawley McCoy – Building Update  
**Discussion, no action.**
2. Proposal for Undine regarding water supply proposal  
**Motion: John Childers**  
**Second: Mike Clifton**  
**To adopt the proposal with District Engineer's recommended changes for Undline's consideration regarding water supply.**  
**Motion Approved: 3-0**
3. Approval of Bond issuance time table  
**Discussion, no action.**
- 4 TWDB closing on six-million-dollar bonds

**Discussion, no action.**

5. Annexation including county property and private property

**Discussion, no action.**

6. Ground water District permits and application

**Discussion, no action.**

7. Investment Report

**Discussion, no action.**

8. National Bugmobiles, Inc Contract renewal

**Motion: John Childers**

**Second: Mike Clifton**

**To approve the contract for renewal for National Bugmobiles, Inc.**

**Motion Approved: 3-0**

9. Well sites including easements from Calhoun County

**Discussion, no action.**

10. Adoption of Amended Information form and authorization of filing in official records of Calhoun County

**Motion: John Childers**

**Second: Mike Clifton**

**To approve the adoption of Amended Information form and authorize of filing in official records of Calhoun County.**

**Motion Approved: 3-0**

11. Travel Reimbursement Guidelines and Director Expenses for the AWBD

**Motion: John Childers**

**Second: Mike Clifton**

**To approve travel reimbursements and director expenses for AWBD.**

**Motion Approved: 3-0**

12. Execution of Amendment to Information Form

**Discussion, no action.**

13. Report from financial Advisor

**Discussion, no action.**

14. Unlimited Tax Bonds, Series 2022, including:

(a) approve Paying Agent/Registrar Agreement;

(b) approve Private Placement Memorandum;

(c) execution of Certificate Regarding Provision of Financial Advice;

(d) authorize the Board of Directors to sign all documents relating to the bond sale and authorize attorneys and financial advisor to take all necessary action to deliver bonds;

(e) Authorize Disbursement of Series 2022 Bond Proceeds



**Motion: John Childers**

**Second: Mike Clifton**

**To approve Unlimited Tax Bonds, Series 2022 including Paying Agent/Registrar Agreement; Private Placement Memorandum; execution of Certificate Regarding Provision of Financial Advice; Authorize the Board of Directors to sign all documents relating to the bond sale and authorize attorneys and financial advisor to take all necessary action to deliver bonds; and authorize disbursement of Series 2022 Bond proceeds.**

**Motion Approved: 3-0**

15. 2022 Bond Election, including:

a. Adopt Order Canvassing returns and Declaring Results of Bond Election.

Elección de Bonos 2022, incluyendo.

a. Adoptar la Orden para hacer el dictamen y declarar los resultados de la Elección de bonos.

**Motion: John Childers**

**Second: Mike Clifton**

**To approve 2022 Bond Election including adopting Order Canvassing returns and Declaring results of Bond Election.**

**Motion Approved: 3--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. April 26, 2022 – Special Board Meeting – Town Hall

B. April 28, 2022 - Regular Board Meeting

C. May 9, 2022 - Special Board Meeting

D. May 17, 2022 – Special Board Meeting

**2. APPROVAL OF PAYABLES**

A. Port O'Connor Improvement District – Payables

B. Defined Area – Payables

C. Pay Request #8 – 2021 Water & Sewer Improvement Project – Lester Contracting, Inc

**Motion: John Childers**

**Second: Mike Clifton**

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

**Motion Approved: 3-0**

**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, Bill Kotlan**

Consider & take appropriate action on:

- A. Customer Service Line Smoke Testing
- B. 2015 TWDB D-Fund
- C. 2018 Bond Projects
- D. 2021 Bond Projects – Approval of study to evaluate 750gpm well
- E. Future Bond Authorization

**Motion: John Childers**

**Second: Mike Clifton**

**To approve District Engineer's recommended allocation of funds & projects for Series 2015 & 2018 Bonds.**

**Motion Approved: 3-0**

**Motion: John Childers**

**Second: Mike Clifton**

**To approve 2022 Bond Application to approve timeline for new bond issuance & to authorize consultants to begin preliminary work.**

**Motion Approved: 3-0**

**Motion: John Childers**

**Second: Mike Clifton**

**To appoint a committee of Danny McGuire & John Childers to approve expenditures for the surplus bond proceeds and to present to board for ratification.**

**Motion Approved: 3-0**

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

Consider & take appropriate action on:

- A. SB3 in the 87<sup>th</sup> 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

**Motion: John Childers**

**Second: Mike Clifton**

**To approve BGE, Inc to create a report for blending of the well.**

**Motion Approved: 3-0**

**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:

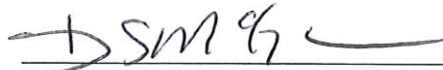
Texas Government Code Ann. § 551.071: Consultation with Attorney

Texas Government Code Ann. § 551.072: Real Property

Texas Government Code Ann. § 551.074: Personnel Matters

**The meeting adjourned at 3:07 p.m.**

Respectfully submitted,



Danny McGuire, President



Nathan O'Neill, Secretary

Signed this 16 day of June, 2022.

These minutes were approved on June 16, 2022