



Port O' Connor Improvement District

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

Minutes

Thursday, June 20, 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, June 20, 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: John Childers, Victor Mozisek, Danny McGuire, Mike Clifton(1:38pm) and Nathan O'Neill

DIRECTORS ABSENT: None

ALSO PRESENT: Oscar Pena, Kim Stafford, Donald Goldman (District Bookkeeper), Bill Kotlan (BG&E), Mike Barrette (BG&E), Phillip Givens (Gen Manager), and Donna Grafe-Tucker (District Counsel)

ALSO PRESENT BY PHONE: Whitney Higgens (ABHR) and Avik Bonnerjee (B&A Municiple)

MEMBERS OF THE PUBLIC PRESENT: Eric Saegar (TGI), Matt Glaze (Urban Engineering) and Peyton Martin (Alligator Head)

B. PUBLIC COMMENT WELCOME

Peyton Martin of Alligator Head inquired about adding fire protection within Alligator. The Board asked for this item to be placed on the July Agenda for discussion and consideration.

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

1. VCS updates and take any appropriate action including but not limited to issues with performance
Discussion, no action.
2. POCID Feasibility Study
Discussion, no action.

3. Annexation Studt of The Docks @POC
Discussion, no action.
4. Contract for IZAR
Table.
5. Updates on Marina del Mar Subdivision
Discussion, no action.
6. Signature Stamps
Table.
7. Sales Tax Report
Discussion, no action.
8. Open Meetings Act Training and Public Meeting Act Training requirements
Discussion, no action.
9. 2024 Directors Election, including:
 - a. Adopt Resolution Designating an Agent of the Secretary of the Board of Directors During the 2024 Board of Directors Election Period;
 - b. Authorize Notice of Deadline to File Applications for Place on the Ballot;
 - c. Approve contracting for election services with Calhoun County;
 - d. Adopt Order Calling Directors Election;
 - e. Authorize Notice of Election;
 - f. adopt Resolution Adopting Voting System; and
 - g. Authorize posting of early voting and election day roster.

Elección de Directores de 2024, incluyendo:

- a. Adoptar una Resolución Designando un Agente del Secretario de la Junta Directiva Durante el Período de la Elección de la Junta Directiva de 2024;
- b. Autorizar el Aviso de Fecha Límite para Presentar una Solicitud de un Lugar en la Boleta;
- c. Aprobar el contrato de servicios electorales con el Condado de Calhoun;
- d. Adoptar una Orden Para Convocar una Elección de Directores;
- e. Autorizar el Aviso de Elección;
- f. Adoptar una resolución para adoptar un sistema de votación; y
- g. Autorizar la publicación de la lista de votación anticipada y del día de elección.

Motion: Victor Mozisek

Second: Nathan O'Neill

To approve the 2024 Directors Election agenda items including: adopting resolution designating Kim Stafford as an Agent of the Secretary of the Board of Directors for the November Directors Election period, authorizing Notice of Deadline to File Application for Place on the Ballot, approving the contracting for election services with Calhoun County, adopting the order calling the November Directors Election, authorizing the Notice of Election, adopting the Resolution Adopting Voting System and Authorizing the posting of early voting and election day roster.

Motion Approved: 4-0

9. Annual Review of District Records Management Policy & Appointment Officer
Motion: Victor Mozisek
Second: Nathan O'Neill
To approve the existing District Records Management Policy and re-appoint Kim Stafford as records officer.
Motion Approved: 4-0

11. Intents to Reimburse:
 - a. 1.8 Million dollars for Water Well and Water Supply Improvements
Motion: Nathan O'Neill
Second: Victor Mozisek
To approve the Intent to Reimburse for 1.8 million dollars for Water Well and Water Supply Improvements.
Motion Approved: 4-0

12. Amended Budget 2023-2024
Motion: John Childers
Second: Nathan O'Neill
To approve the proposed budget amendments.
Motion Approved: 4-0

13. Agreement for services with Powderhorn State Park
Motion: Victor Mozisek
Second: John Childers
To approve the presented agreement for services with Powderhorn State Park.
Motion Approved: 4-0

14. Change Order No 6 for Friedel Drilling Company (Wells) in the amount of \$12,500
Motion: Victor Mozisek
Second: John Childers
To approve Change Order No 6 for Friedel Drilling Company (Wells) in the amount of \$12,500.
Motion Approved: 4-0

15. Pay Estimate No 3 for Reddico Construction (Vac St 2B) in the amount of \$170,511.30
Motion: Nathan O'Neill
Second: Victor Mozisek
To approve Pay Estimate No 3 for Reddico Construction (Vac St 2B) in the amount of \$170,511.30.
Motion Approved: 4-0

16. Pay Estimate No 5 for TTE, LLC (RO) in the amount of \$517,338
Motion: Nathan O'Neill
Second: Victor Mozisek
To approve Pay Estimate No 5 for TTE, LLC (RO) in the amount of \$517,338.
Motion Approved: 4-0

17. Pay Estimate No 7 for Friedel Drilling Company (Wells) in the amount of \$199,926
Motion: Nathan O'Neill
Second: Victor Mozisek
To approve Pay Estimate No 7 for Friedel Drilling Company (Wells) in the amount of \$199,926.
Motion Approved: 4-0

18. Pay Estimate No 9 for Reddico Construction (Vac ST 1B) in the amount of \$64,206
Motion: Nathan O'Neill
Second: Victor Mozisek
To approve Pay Estimate No 9 for Reddico Construction (Vac St 1B) in the amount of \$64,206.
Motion Approved: 4-0

19. Subcontractor payment notices related to ground storage tank construction
Discussion, no action.

20. Change July Meeting Date
Motion: John Childers
Second: Nathan O'Neill
To approve changing the Monthly POCID Board Meeting to July 11, 2024.
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. May 16, 2024 – 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 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. 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

Motion: Victor Mozisek

Second: Nathan O'Neill

To approve the commencement of engineering on the new sewer line extension along Hwy 185 and Trevor Street and the proposed Force Main line extension for Vac St 2. and authorizing commencing action necessary to begin construction on same.

Motion Approved: 3-0

Motion: Victor Mozisek

Second: John Childers

To approve a Work Change Order Directive in the amount of \$4700 for change orders involving the well platforms.

Motion Approved: 4-0

G. Report of General Manager, Phillip Givens

Consider & take appropriate action on:

- A. Health Insurance Review

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 2:51 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 11 day of July, 2024.

These minutes were approved on July 11, 2024.