



Port O' Connor Improvement District

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

Minutes

Thursday, September 21, 2023 1:00 pm

Regular Board Meeting

The Board of Directors of the Port O' Connor Improvement District held a Regular Board Meeting on **Thursday, September 21, 2023 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), Bill Kotlan (District Engineer), Mike Burrett (BG&E), Phillip Givens (District General Manager) and Donna Grafe-Tucker (District Counsel)

ALSO PRESENT BY PHONE: Whitney Higgins (Special Counsel)

MEMBERS OF THE PUBLIC PRESENT: Kenneth Friedel and Trey Edwards LLC (Lester Construction)

B. PUBLIC COMMENT WELCOME

None

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 by Friedel Drilling and Lester Construction, no action.

2. GBRA Raw Water & Treated Water contracts

Motion: Nathan O'Neill

Second: John Childers

To approve the GBRA Raw Water & Treated Water contracts subject to final approval by legal counsel and authorize Danny McGuire to sign contract upon final approval.

Motion Approved: 4-0

3. VEC Easement
Discussion, no action.
4. Investment Report
Discussion, no action.
5. Obtaining Park Powers
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. August 17, 2023 - Regular Board Meeting
- B. September 6, 2023 – Special 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: Victor Mozisek

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.

G. Report of General Manager, Phillip Givens

Consider & take appropriate action on:

- A. TCEQ EPP
- B. Operating Policy 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 2:13 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 23 day of October, 2023.

These minutes were approved on October 23, 2023