

2025 Emergency Plan Staging

Port O'Connor Improvement District 39 Denman Drive Port O'Connor, Texas 77982 (Updated 1-22-2026)

Local Command Center:

The **Port O'Connor Municipal Utility District Office** will be the gathering location for emergency response for Disaster or Weather Event that could impact our Water and Wastewater Systems. This site is equipped with a landline phone, fax machine, and has restroom facilities. The site is located on Highway 185 which is the only highway entering Port O'Connor.

Command Team:

Oscar Pena (District Manager), Misty Richter (Operations Supervisor), Mike Raby (Senior WWTP Operator), Kim Stafford.

Recovery team:

Kevin Sprague, Gavin Gosnell, Carlos Sanchez and Daniel Castillo.

Duty Stations

Oscar Pena-Command Center

Misty Richter-Water Operations

Mike Raby-Wastewater Treatment Plant

Kevin Sprague-Vacuum Stations

Carlos Sanchez-Collection System/Water Distribution Call-outs.

Each employee will perform initial site and safety surveys for the site they have been assigned as soon as weather conditions permit. They will phone the reports to District Manager if cell phones are working. If cell phones are not working, they will drive to the Command Center to make their reports and receive job assignments. After receiving job assignments, they will check in with the Command Center every hour.

2025 Emergency Plan Staging

Preplanning

- All emergency Generator's should be Load Tested within 48 hours of an expected storm. Check all fluid levels.
- Make sure all equipment fuel tanks are topped off and extra fuel is available.
- Test auto dialers and verify programming within 10 days of an approaching storm.
- Extra fuel for trucks should also be available and stored in safe locations. Supplies should be replenished as used if possible.
- Each employee **must** have complete set of rain gear available. Each employee shall be equipped with a hard hat, safety vest, and employee identification. A complete set of dry clothes and shoes should also be stored in the Administration Building. Over-night personal items and any medications along with emergency food and water should also be kept at the Administration building. Preparations should be made within 10 days of an approaching storm.

Emergency Contacts

Staff:

Oscar Pena:	361-935-8522/254-205-9485
Misty Richter:	361-935-8527/361-920-2108
Mike Raby:	361-935-8513
Kevin Sprague	361-935-8525/830-299-5945
Gavin Gosnell:	361-935-8156/361-920-3442
Carlos Sanchez:	361-935-8520/361-465-2931
Daniel Castillo:	361-935-6660/361-746-8999
Alex Valle:	361-489-1854
Kim Stafford:	361-742-0778/361-920-1396
Robyn Castillo:	361-489-1734/361-746-3080
Jackie Kastl:	361-742-2811/830-391-5887

2025 Emergency Plan Staging

VACANT:

Support/Supplies:

Fuel

Blinka Fuel & Oil	361-552-3224/361-676-2104
-------------------	---------------------------

Generators

United Rentals	361-552-2887
----------------	--------------

Momentum Rentals	361-552-7368
------------------	--------------

Portable Pumps

United Rentals-Roger Atkinson	361-220-1135
-------------------------------	--------------

Momentum Rentals	361-552-7368
------------------	--------------

Odessa Pumps	361-960-5328
--------------	--------------

Vacuum Pumps	713-355-9380
--------------	--------------

2025 Emergency Plan Staging

SITE ASSESSMENT AND SAFETY SURVEY

COMPLETED BY: _____

SITE: _____

ADDRESS: _____

General Assessment (from outside the gate, and before opening GATE)

Assessment of Plant Site (walk around of Plant Site, noting any damage)

OPERATION Status of Plant Site (Power, Fuel, and General Conditions)

2025 Emergency Plan Staging

SITE ASSESSMENT AND SAFETY SURVEY

List any items that need special attention:

Observations (anything you notice that will affect operations, travel restrictions, road conditions, or power in area).

Suggestions for continued operations:

CALL IN TIME _____ DATE _____

METHOD OF CONTACT: _____

REPORT DELIVERED BY HAND TO: _____

2025 Emergency Plan Staging

TIME: _____ LOCATION: _____