



Port O' Connor Improvement District

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

Minutes

**Thursday, September 19, 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, September 19, 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: Danny McGuire, John Childers, Victor Mozisek, Mike Clifton and Nathan O'Neill

DIRECTORS ABSENT: None

ALSO PRESENT: Oscar Pena, Kim Stafford, Misty Richter, Donald Goldman (District Bookkeeper), Bill Kotlan (BG&E), Mike Barrette (BG&E), Eddie Kirst (BG&E) and Donna Grafe-Tucker (District Counsel)

ALSO PRESENT BY PHONE: Whitney Higgens (ABHR)

MEMBERS OF THE PUBLIC PRESENT: None

B. PUBLIC COMMENT WELCOME

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

1. Proposals for Audit & Bookkeeping

Motion: Victor Mozisek

Second: John Childers

To accept proposal from McCall Gibson Swedlund Barefoot PLLC to perform the District's 2024 audit and the proposal from Goldman, Hunt & Notz. LLP to serve as the District's bookkeeper

Motion Approved: 4-0

2. Investment Report
Discussion, no action
3. R/O system filters
Discussion, no action.
4. Strategic Management Plan
Table.
5. Updates on Marina del Mar Subdivision
Discussion, no action.
6. New water supply system, including the reverse osmosis system, TCEQ approvals, testing, water wells, water treatment, and pipelines
Discussion, no action.
7. Revising fees for District rules and regulation violations including violations for misuse and unauthorized uses like yard drains of the wastewater collection systems
Motion: Nathan O'Neill
Second: John Childers
To authorize penalties for unauthorized and unlawful use of the wastewater collection system to include a first time fee of \$500 with additional \$500 increments for each subsequent violation (i.e. the fourth violation would result in a \$2,000 fee), and a fee of \$1,000/day for all violations that were not corrected upon notice
Motion Approved: 4-0
8. Drainage Easement for John Reneau
Motion: Nathan O'Neill
Second: Mike Clifton
To authorize the execution of the proposed drainage easement for Texas Paradise Properties, LLC.
Motion Approved: 4-0
9. Pay Estimate
 - a. No. 10 for Fridel Drilling (Well Construction) for \$238,537.98
 - b. No. 5 for Lester Construction (Well Collection Lines) for \$70,590.87
 - c. No. 8 for TTE, LLC (RO System) for \$243,000.00
 - d. No 7 final for Paso Robles (Raw Water Storage) for \$72,090.**Motion: John Childers**
Second: Victor Mozisek
To approve Pay Estimates for Friedel for \$238,537.98 and Lester Contracting for \$70,590.87. Approve Paso Robles final payment in the amount of \$72,090 and release once it is verified that there are no liens against the District or any remaining unpaid subcontractors.
Motion Approved: 4-0
10. Change Order
 - a. No. 2 for Reddico Construction (Vacuum Station 1B) for \$22,895.00
 - b. No. 9 for Friedel Drilling Co (Well Project) for \$ 5,040.00
 - c. No. 10 for Friedel Drilling Co (Well Project) for a deduction of \$284,354

Motion: John Childers

Second: Victor Mozisek

To approve Change Orders No 9 & 10 for Friedel Drilling in the amounts of \$5,040 & \$284,354.

Motion Approved: 4-0

11. Caracol proposed Budget

Motion: Victor Mozisek

Second: Nathan O'Neill

To accept Caracols proposed Budget for 2024.

Motion Approved: 4-0

12. Calhoun County Groundwater Conservation District permits, procedures, and approvals for drilling permits, monitoring wells, and other permit mandated requirements

Discussion, no action.

13. BGE Proposal for GIS Services Amendment for \$20,000.

Motion: Nathan O'Neill

Second: John Childers

To accept BGE proposal for GIS Services Amendment for \$20,000.

Motion Approved: 4-0

14. BGE Proposal for Bond Issue No. 4 for \$50,000

Motion: Nathan O'Neill

Second: John Childers

To accept BGE proposal for Bond Issue No 4 for \$50,000.

Motion Approved: 4-0

15. Authorization to Advertise and Receive Bids on Harrison Force Main Project.

Motion: John Childers

Second: Victor Mozisek

To authorize advertising and receiving bids on Harrison Force Main Project.

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. August 15, 2024 – Regular Board Meeting

B. September 5, 2024 – 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: Nathan O'Neill

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

Motion Approved: 4-

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 authorize BGE to advertise and receive bids for the sewer line extension on line serving area that includes the Harbor, Marina del Mar and The Docks.

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 3:24 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

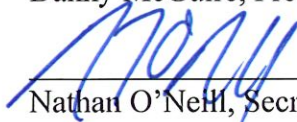
Texas Government Code Ann. § 551.072: Real Property

Texas Government Code Ann. § 551.074: Personnel Matters

Respectfully submitted,



Danny McGuire, President



Nathan O'Neil, Secretary

Signed this 17 day of October, 2024.

These minutes were approved on October 17, 2024.