



**Port O'Connor Improvement District
39 Denman Drive
Port O'Connor, Texas 77982**

**MEETING NOTICE AND AGENDA
Regular Meeting of Board of Directors
Thursday, February 15, 2018 at 1:00 p.m.**

POSTING DATE: February 12, 2018

NOTICE IS HEREBY GIVEN that the Board of Directors of the Port O'Connor Improvement District will hold a REGULAR meeting on Thursday, February 15, 2018, at 1:00 p.m. at the District Office, 39 Denman Drive, Port O'Connor, Texas. The purpose of the meeting will be to discuss, consider and take necessary action on the following matters:

A. CALL TO ORDER

1. Call to Order and Announce Quorum Present
2. Citizens Welcome

B. PUBLIC COMMENTS. At this time, any person with business before the Board not scheduled on the agenda may speak to the Board. No formal action can be taken on these items at this meeting.

C. 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. Minutes of Special Meeting January 25, 2018
- b. Minutes of Special Meeting January 30, 2018

2. APPROVAL OF PAYABLES

- a. Port O'Connor Improvement District
- b. Defined Area No. 1

c. Reimburse LaSalle for credit cards payments

3. APPROVAL OF POCID AGREEMENTS

a. Authorize District Project Manager Royce Macha to execute an Exxon Mobile Fuel and Fleet Maintenance Agreement for a credit card to purchase fuel or maintenance services.

b. Authorize Municipal Accounts to provide additional services pursuant to the current Agreement with POCID for payroll services.

c. Authorize President Brown to accept the Pinnacle Credit for the Sutobilt Blower from January 22, 2018 letter from Greg Holden of Pinnacle Industries, Ltd.

d. Port O'Connor Improvement District Personnel Policy and authorized General Counsel to bring back amendments, if necessary.

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

1. Report of District Project Manager

- a.) District Status
- b.) Work in Progress
- c.) Water Production Report
- d.) Wastewater Treatment Plant Summary
- e.) Approval of repairs and/or inventory

2. Report of Engineers

- a.) Water Supply Status
- b.) Wastewater System Status
- c.) Other project status updates

E. CONSIDER AND TAKE APPROPRIATE ACTION ON THE FOLLOWING:

1. To approve an order establishing a records management program replacing Callie Stafford as the Records Management Officer and appointing Deborah Loesch as Records Management Officer.

2. Approve a Resolution Reviewing Procedures for Continuing Disclosure Compliance, Making No Changes to the Policy and Instructing Staff to Fulfill the Financial Reporting Obligations in the Policy. (General Counsel).

3. Review and Approve the District's General Purpose Financial Statements for the Fiscal Year Ended September 30, 2017, audited by Goldman, Hunt & Notz, L.L.P and Direct Staff to file the Audited Financial Statements with the Texas Commission on Environmental Quality. (Auditor)

4. Approve Annual Report and Authorize Filing of Same in Accordance with the District's Continuing Disclosure of Information Agreement and as required by SEC Rule 15c2-12. (General Counsel)

5. Review proposals for the construction of a culvert and authorize President Brown to execute a construction contract with the best proposal.
6. Discuss TCEQ Operator Compliance as related to water and wastewater services. (District Engineer)
7. Consider and discuss Texas Parks and Wildlife request for out of district water service. (District Engineer)
8. Review and Advertise for a Job Order Contractor to be available to perform emergency repairs. (District Engineer)
9. Review and possible Take Action on Engineer's Opinion on line breaks along FM 1289 and Powder Horn Lake Bridge Crossing. (District Engineer)
10. Discuss and possible Take Action on outstanding water and sewer connections. (District Engineer)
11. Review and possible Take Action on upcoming Change Orders concerning TWDB Project 21750. (District Engineer)
12. Review and possible Take Action on Turn-Key Operation for implementing Water Quality Improvements at the Water Pump Station. (District Engineer)
13. Approval by TCEQ of the one year extension of time to sell bonds until January 18, 2019.

F. 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

Consultation with General Counsel pursuant to Texas Government Code Section 551.071, Consultation with Attorney, on pending or contemplated litigation; or a settlement offer; or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Texas Government Code Chapter 551 for the purpose of receiving legal advice concerning status of pending projects, including but not limited to:

1. Legal issues related to Operation, Maintenance & Customer Service Agreement between Port O'Connor Improvement District and USWater Utility Group dated March 23, 2016; including US Water Utility Group, including but not limited to US Water Defaults; US Water Utility Group Proposed Agreement for Termination and Exit Transition; Return of the Facilities (including electronically

stored information and documents) to POCID in the same or better condition as they were upon the Commencement Date.

2. Interlocal Agreement with Guadalupe-Blanco River Authority for services relating to the operation of POCID facilities; including operation, maintenance, repair laboratory and testing services.
3. Defined Area 1 Agreement for Maintenance and Operation for Port O'Connor Defined Area 1 between Port O'Connor Municipality Utility District and Caracol Community Association dated January 1, 2011 and past due amounts owed to POCID.
4. Interlocal Agreement between the Port O'Connor Improvement District and LaSalle Water Control and Improvement District No. 1A for Operations and Maintenance Services dated June 14, 2006, as amended and past due amounts owed to POCID.

G. TAKE ANY ACTION AS A RESULT OF EXECUTIVE SESSION.

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H. ITEMS FROM BOARD MEMBERS (Note: Board members may request specific factual information, recitation of existing policy, or placement of items on the Agenda for discussion at a later meeting.)

I. ADJOURN

* The subject matter of the reports of the District's Utility Manager and the District's Engineer include discussion and deliberation with respect to any rule or regulation or item by the current or next proposed budget of the District, including- without limitations- any water or wastewater facility or improvement any plat, plan, requirement or construction detail; any contractor or employee; and contract; or any real or personal property interest of the District.

** Any item on this agenda may be discussed in executive session if authorized by Texas law, regardless of whether that item is listed under "Executive Session" in this agenda, and regardless of any past or current practice of the District's board. Executive sessions described generally herein may include consideration of any item otherwise listed on the agenda plus any subject specified in the executive session notice.

Executive sessions may be held at 39 Denman Drive, Port O'Connor, Texas.

CERTIFICATION

I, the undersigned authority, do hereby certify that the Notice of Meeting and Agenda for the Port O'Connor Improvement District Board of Directors Meeting was posted on the _____ at the Port O'Connor Improvement District Offices at 39 Denman Drive, Port O'Connor, Texas and at the U.S. Post Office Building _____ at _____, a place convenient and readily accessible to the general public at all times, and said Notice was posted on the following date and time: _____, 2018, at _____ a.m./p.m. and remained so posted continuously until meeting was convened.

Port O'Connor Improvement District