

PORT O'CONNOR IMPROVEMENT DISTRICT
P.O. BOX 375
PORT O'CONNOR, TX 77982

Pursuant to notice duly posted on May 28, 2015, a Special meeting of the Port O'Connor Improvement District was called to order on Tuesday, June 2, 2015, at 6:00 p.m. in the District's office located at 39 Denman Drive, Port O'Connor, Texas.

CALL TO ORDER

President Allen Juneke called the meeting to order and established that a quorum was present and welcomed everyone.

DIRECTORS PRESENT: Allen Juneke, Joe Newsome, Bryan Redding, and Marshall Bradford

DIRECTORS ABSENT: Leon Brown

ALSO PRESENT: Victor Leach, District Manager
Kelli Schmidt, District Personnel
Donna Grafe-Tucker, General Counsel

MEMBERS OF THE PUBLIC PRESENT:

Bobby Raybon	Susan Raybon
Dennis Thomas	Donna Thomas
Marilyn Miller	

ITEMS FOR CONSIDERATION

1. DISTRICT EMPLOYEES ANNUAL REVIEWS AND SALARY RAISES (VL)

Victor Leach presented a handout and discussion on conducting employee reviews and salary raises. Victor would like to see an increase in starting salary and increases for current employees. Victor Leach conducts annual performance reviews and 90 day reviews for new employees. 90 day review raises are based on performance. There was discussion among the Board regarding budget. This item was tabled until the next Regular meeting. No action taken.

2. DISCUSS RV PARK POLICY AND ADOPT REVISIONS (VL)

Victor Leach presented policy revisions for review to replace the existing policy. There was discussion that going forward new RV parks have to be in compliance with the new District rules. There was discussion among the Board. This item was tabled until the next Regular meeting. No action taken.

3. PORT O'CONNOR WATER AND SEWER RATES (MB)

Marshall Bradford questioned what the District pays GBRA per 1000 gallons. There was discussion among the Board regarding how the rate is calculated. There are several components that make up the total costs of the water. Marshall Bradford questioned how the wastewater costs are figured. There was discussion regarding LaSalle's water costs. Victor Leach will get the costs together and will provide to the Board. No action taken.

4. CAPITALIZATION POLICY AND DEPRECIATION POLICY (MB)

Marshall Bradford questioned why some equipment was not listed on the policy. Victor Leach questioned whether the District wants to do a 5 year or 7 year depreciation of the equipment. There was discussion among the Board. No action was taken.

5. DISCUSSION OF THE JANUARY 9, 2015 INVENTORY TOTALS, THAT WAS PART OF THE FINANCIAL STATEMENTS DATED SEPTEMBER 30, 2014 (LB)

Leon Brown was not present. This item will be placed on the next Regular meeting Agenda.

6. THE DISTRICT MANAGER TO RECEIVE THE PRESIDENT AND VICE PRESIDENT APPROVAL BEFORE MAKING CERTAIN PURCHASES; AMOUNT TO BE DETERMINED BY BOARD MEMBERS (LB)

Leon Brown was not present. This item will be placed on the next Regular meeting Agenda.

7. DISCUSS AND TAKE ACTION ON CUSTOMER ACCESS TO UTILITY EASEMENTS AND FACILITIES (AJ)

Allen Junek discussed customers wanting to run lines across alleyways and right-of-ways. A policy or permit application process needs to be put in place. He also discussed RV's being placed on top of the District right-of-ways. The District may want to consider taking over the alleyways from the County to prevent liability issues. Allen Junek also discussed customer access to the secured District facilities. There should be no unattended access to District facilities. Victor Leach discussed customers' sewer lines running across District easements. There was discussion regarding customers being responsible for the connection from their residence to the connection on the District facility. There was discussion regarding amending the Plumbing Policy and requiring building permits. Victor Leach and Jody Weaver will review the District utility easements. No action taken.

8. DISCUSS AND TAKE ACTION ON BOARD MEMBERS ROLE ADDRESSING CUSTOMER COMPLAINTS AND ISSUES (AJ)

Allen Junek discussed Directors being approached by customers with complaints. Directors need to handle customer complaints accordingly. Events should be directed back to the District manager. There was discussion among the Board. No action taken.

RULES, REGULATIONS AND POLICY STATEMENTS

No action was taken.

EXECUTIVE SESSION.

There was no Executive Session.

ITEMS FROM BOARD MEMBERS

Marshall Bradford requested Agenda item documents be presented 2 days prior to the meeting. There was discussion among the Board that Agenda items need to be more specific.

ADJOURNMENT

The meeting adjourned at 7:44 p.m.

Minutes APPROVED by the Board of Directors on the 9th day of July, 2015.

ATTEST:


Bryan Redding, Secretary


Allen Junek, President