



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

**MEETING NOTICE AND AGENDA
Regular Meeting of Board of Directors
Thursday, July 19, 2018 at 1:00 p.m.**

NOTICE IS HEREBY GIVEN that the Board of Directors of the Port O'Connor Improvement District will hold a REGULAR meeting on Thursday, July 19, 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 Regular Meeting June 21, 2018
 - b. Minutes of Special Meeting of March 9, 2018
2. APPROVAL OF PAYABLES
 - a. Port O'Connor Improvement District
 - b. Reimburse LaSalle for credit cards payments

c. Defined Area 1 – authorize payment to Calhoun County.

3. CONSENT AGENDA ITEMS

- a. Approval of the Second Amendment to the Port O'Connor Improvement District's Code of Ethics.
- b. Approval of the Order Calling for the November 6, 2018 General Election for the purpose of electing 2 Directors.
- c. Approval of increase in pay for District Operator Lance Roy to \$28.00 per hour.
- d. Authorize the purchase of a biometric time clock not to exceed \$1,000 in cost.
- e. Approval of Matagorda Bayview Subdivision Section 1
- f. Approval of Preliminary and Final Plat for Villa Pesca Subdivision
- g. Approval of RFP for District Engineering Services and Project Engineering Services for TWDB Project 21750
- h. Order for First National Bank Credit Card and authorize President Brown to execute necessary documents.

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

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- 1. Report of District Project Manager
 - a.) District Status
 - b.) Work in Progress
 - c.) Water Production Report
 - d.) Wastewater Treatment Plant Summary
 - e.) TCEQ follow up
 - f.) Approval of repairs and/or inventory
 - g.) 2018 Storm Plan
- 2. Report of District Engineer
 - a.) Wastewater System Status
 - b.) TWDB Project 21750 Updates, Schedules and Change Orders
 - c.) TCEQ Bond Amendment
 - d.) Outstanding Items – Outstanding water and sewer connections
 - e.) Water Tap Connections for Port O'Connor. (District Engineer)
 - f.) Status of Generator sizing
 - g.) Status of Standard Details on the assembly of standard details and drawings for the District. (Follow up report from last meeting on AirVac and FloVac assessment)
 - h.) Status of Technical Memorandum

E. CONSIDER AND TAKE APPROPRIATE ACTION ON THE FOLLOWING:

- 1. Conflict of Interest and Resignation of Nathan O'Neill.
- 2. Consideration and approval of the appointment of Stevenson "Steve" Ferguson to serve the unexpired term of Nathan O'Neill
- 3. Administration of the Oath of Office to Stevenson "Steve" Ferguson.

4. Presentation by Avik Bonnerjee, Registered Texas Assessor/Collector, B&A Municipal Tax Service LLC on POCID Sales Tax Audit.
5. Consider the employment of Homer “Wade” Cheek for the position of District Operator.
6. Authorize Payment No. 13 to Lester Contracting for TWDB Project 21750. (District Engineer)
7. Discuss and consider easement and land access across Community Center and along W. Harrison Avenue. (General Counsel)
8. Review and approve TWDB Project 21750 Change Order No. 2. (District Engineer)
9. Update on CP&Y, Inc. District Engineer Contract. (District Engineer and General Counsel)
10. Consider Rule 6.7 Water Wells of the POCID rules and regulations and procedures to connect to the Water or Wastewater system.
11. Discuss FY 2018 – 2019 budget planning calendar and budget process.

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. *USW Utility Group v Port O’Connor Improvement District*: Cause No. 2018-CV-3268-DC, pending in the 24th Judicial District Court, Calhoun County, Texas.
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.
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.

5. TCEQ Notices of Alleged Violations and POCID legal remedies

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

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5. TCEQ Notices of Alleged Violations and POCID legal remedies

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

Port O'Connor Improvement District