



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

**MEETING NOTICE AND AGENDA  
Regular Meeting of Board of Directors  
Thursday, March 15, 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, March 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 Regular Meeting February 15, 2018
  - b. Minutes of Special Meeting March 1, 2018
2. APPROVAL OF PAYABLES
  - a. Port O'Connor Improvement District

- b. Reimburse LaSalle for credit cards payments
- c. Defined Area 1.

3. CONSENT AGENDA ITEMS

- a. Authorize the President to execute a professional services agreement with Air Vac to support the wastewater system in one-week blocks for up to three weeks at a rate of approximately \$3,800-dollars per week with additional one week extensions.
- b. Approve a proposal by CP&Y, Inc. for Bird Habitat Compliance Walkthrough. (District Engineer).
- c. Approve a preliminary plat for Captain's Corner Subdivision. (District Engineer).
- d. Approve an On-Call Contractor Advertisement. (District Engineer).
- e. Authorize the President to execute an agreement with Joe Rivera for services for Defined Area 1.
- f. Authorize direct deposit for POCID payroll checks and notify First National Bank that Kaye Townly and Carol Morrison of Municipal Accounts are authorized users.
- g. Authorize the President to notify Calhoun County Appraisal District of the 2017 Tax rate and exemptions.
- h. Authorize the District Project Manager to purchase an additional router and internet service for the security system.
- i. Authorize the District Project Manager to execute an agreement with Carbonite for internet cloud storage for electronic data.
- j. Approve the promotion of POCID employee, Brian Riley, from Laborer to Equipment Operator and authorize the District Project Manager to adjust the salary to equipment operator.

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

- 1. Report of US Water 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.) TWDB Project 21750 Updates; Construction Material Testing proposals
  - d.) Other project updates

E. CONSIDER AND TAKE APPROPRIATE ACTION ON THE FOLLOWING:

- 1. 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).

2. 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)
3. 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.; including Hurricane Harvey disclosures. (General Counsel)
4. Request of Jay Bonano, Newmark, Mark and Frank to address the Board concerning Defined Area 1.
5. TCEQ Operator Compliance as related to water and wastewater services. (General Counsel).
6. Authorize one or more Order Contractors to be available to perform emergency repairs. (District Engineer)
7. Review Engineer's Opinion on line breaks along FM 1289 and Powder Horn Lake Bridge Crossing. (District Engineer)
8. Discuss outstanding water and sewer connections. (District Engineer)
9. Review Turn-Key Operation for implementing Water Quality Improvements at the Water Pump Station. (District Engineer)
10. Procedures and requirements for the November 2018 Board of Director Election.
11. Discuss and consider amendments to the application to TCEQ Bond Issue No. 2 and amendments to the Capital Improvements program.
12. Discuss and consider insurance coverage for POCID facilities and operations, rerate with TMLIRP, Defined Area 1 improvements; TWIA and Flood.
13. Discuss and consider authorizing the District Project Manager, with assistance from General Counsel, to advertise for bids for the construction of the parking lot.

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 and authorize an agreement for the defense of the lawsuit.
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.

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 and authorize an agreement for the defense of the lawsuit.
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.
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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 or 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.

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### 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.

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Port O'Connor Improvement District