



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

**AMENDED MEETING NOTICE AND AGENDA
Regular Meeting of Board of Directors
Thursday, April 19, 2018 at 1:30 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, April 19, 2018, at 1:30 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 March 15, 2018
- b. Minutes of Emergency Meeting March 1, 2018
- c. Minutes of Special Meeting April 5, 2018
- d. Minutes of March 28, 2018 meeting.

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. Approve payment for TMLIRP Worker Comp coverage for POCID
 - b. Approve a Plat for Captain's Corner Subdivision
 - c. Wade Cheek contract for Water/Wastewater Operator

- 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 District Engineer
 - a.) Water Supply Status
 - b.) Wastewater System Status
 - c.) TWDB Project 21750 Updates
 - d.) TCEQ Bond Amendment
 - e.) Overlook RV Park
 - f.) Outstanding Items

- E. CONSIDER AND TAKE APPROPRIATE ACTION ON THE FOLLOWING:
 1. Discuss outstanding water and sewer connections. (District Engineer)

 2. Request of Clay Smith, Jr. to address the Board and discuss and consider proposals for the Druscilla St. sewer and water line extensions. (District Project Manager).

 3. Authorize Payment No.10 to Lester Contracting, Inc. for TWDB Project No. 21750. (District Engineer)

 4. Review Turn-Key Operation for implementing Water Quality Improvements at the Water Pump Station. (District Engineer)

 5. Discuss Financial Statements for year ending on September 30, 2017, POCID audit, management response, hiring of an auditor and establishing an audit committee.

 6. Discuss TML Employee Benefits Health Benefit Coverage for POCID Employees.

 7. Discuss proposals submitted in response to the POCID RFP for parking lot and paving at the POCID facility. (District Project Engineer).

8. Discuss the POCID Code of Ethics, First Amended Code of Ethics and Rural Water Association Model Code of Ethics.
9. Approve Order designating the District Project Manager and the Customer Service Representative for Quick Books and authorize the District Project Manager to obtain a license for Quick Books.
10. Discuss posting “No Trespass” signage at POCID facilities and security cameras for POCID facilities.
11. Discuss POCID Employee confidentiality requirements and employee confidentiality form.
12. Discuss the Consent Agenda and having all items considered as action items.
13. Discuss moving the meeting time to 7 p.m.
14. Discuss and consider approval of the Overlook Park RV plat. (District Engineer)
15. Discuss and consider insurance coverage for POCID facilities and operations, rerate with TMLIRP, Defined Area 1 improvements; TWIA and Flood.

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. USW Utility Group Annual Reconciliation for October 2018 to January 31, 2018.
3. POCID Annual Audit and Management Response.
4. Interlocal Agreement with Guadalupe-Blanco River Authority for services relating to the operation of POCID facilities; including operation, maintenance, repair laboratory and testing services

5. 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.
6. 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.
2. USW Utility Group Annual Reconciliation for October 2018 to January 31, 2018.
3. POCID Annual Audit and Management Response.
4. Interlocal Agreement with Guadalupe-Blanco River Authority for services relating to the operation of POCID facilities; including operation, maintenance, repair laboratory and testing services.
5. 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.
6. 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.

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