



## Porter Special Utility District

22162 Water Well Road  
Porter, Texas 77365  
Office: (281) 354-5922  
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# **NOTICE OF REGULAR MEETING OF THE BOARD OF DIRECTORS**

**Date:** February 24, 2020

**Time:** 7:00pm

**Location:** Porter Special Utility District – Board Room  
22162 Water Well Road, Porter, Texas 77365

### **Board of Directors**

Doug Pillow, President

Jodi Ruonavar, Vice President

Danny Bridges, Treasurer

Caroline Denham, Secretary

Johnny Barr, Assistant Secretary-Treasurer

Jason Ashy, Director

Evelyn Satterwhite, Director

### **Term Expires**

May 2021

May 2020

May 2021

May 2020

May 2021

May 2020

May 2020

### **1. Call Meeting to Order**

- a. Roll Call of the Board of Directors / Declaration of a Quorum
- b. Director Qualifications and Disclosures
- c. Invocation
- d. Pledges of Allegiance

### **2. Public Comment**

The Board and District Staff truly value the public's input. Please respect the following when making formal comments to the Board of Directors:

- Please sign in when you arrive prior to making public comment, or at the time of making your comments.
- Please keep comments restricted to the topics listed on the agenda and limit time to a maximum of three (3) minutes.
- Please keep comments respectful of others and organized for understanding.

**3. Review and Approve Minutes**

- a. Minutes of Regular Board Meeting from January 27, 2020
- b. Minutes of Special Board Meeting from February 10, 2020

**4. New Business**

- a. Review, discuss, and take any necessary action regarding Section 7.2 Travel Allowance of the Personnel Policies

**5. Financial Report by Municipal Accounts**

- a. Review, discuss, and take any necessary action regarding Financial Statements

**6. Engineering Report by Ardurra Group**

- a. Update on Surface Water Treatment Plant Pilot Study
- b. Update on FEMA Reimbursement
- c. Update on HUD CDBG-MIT Program Grant

**7. Engineering Report by Bleyl Engineering**

- a. Update on Developments
  - i. Review, discuss, and take any necessary action regarding Feasibility Study for Maple Heights development (North Houston Airport property)
- b. Update on General Fund Projects
  - i. Review, discuss, and take any necessary action regarding Change Order #3 in the amount of \$25,100.00 for the Water Well #9 Emergency Well project by Weisinger Incorporated
  - ii. Review, discuss, and take any necessary action regarding Final Pay Estimate #11 in the amount of \$83,494.00 for the Water Well #9 Emergency Well project by Weisinger Incorporated
- c. Update on Impact Fee Capital Improvement Projects
  - i. Review, discuss, and take any necessary action regarding Change Order #1 in the amount of \$4,233.00 for the Copeland Booster Pump Replacement project by Gemini Contracting Services
  - ii. Review, discuss, and take any necessary action regarding Pay Estimate #3 in the amount of \$37,563.30 for the Copeland Booster Pump Replacement project by Gemini Contracting Services
  - iii. Review, discuss, and take any necessary action regarding Bleyl Engineering's Scope of Services (Attachment "A") to perform engineering services for the Copeland Ground Storage Tank #2 project

**8. Supplemental Notice of Public Agenda**

**9. General Counsel's Report**

- a. Update on Lone Star Groundwater Conservation District rules
- b. Review, discuss, and take any necessary action regarding the GRP Participation Agreements with Chateau Woods Municipal Utility District and Crystal Springs Water Company
- c. Review, discuss, and take any necessary action regarding the easement acquisitions along Sorters Road and Ford Road

- d. Review, discuss, and take any necessary action regarding potential exclusion of property from District boundary
- e. Review, discuss, and take any necessary action regarding Amended Resolution Adopting Director Fees of Office and Expense Reimbursement Policy

**10. General Manager's Report**

- a. Maintenance of District property, facilities, and equipment, and personnel
- b. Review, discuss, and take any necessary action regarding the design and construction of the new administration building located at 24332 Loop 494
- c. Review, discuss, and take any necessary action regarding District credit cards from Amegy Bank
- d. Review, discuss, and take any necessary action regarding Order Declaring Surplus Property and Authorizing Sale of Surplus Property
- e. Consider authorizing Director attendance at the 2020 AWBD Spring Breakfast to be tentatively held on April 24, 2020 in Houston, Texas

**11. Director Comments**

**12. Next Regular Board Meeting**

March 30, 2020 at 7:00pm

**13. Adjournment**

At any time during the meeting and in compliance with the Texas Open Meetings Act (Chapter 551), the Porter Special Utility Board of Directors may meet in executive session on any of the above agenda items for consultation concerning attorney-client matters (551.071); deliberation regarding real property (551.072); deliberation regarding prospective gifts (551.073); personnel matters (551.074); and deliberation regarding security devices (551.076). No action may be taken during executive session, therefore, following executive session, the Board of Directors will reconvene to an open meeting and take action as necessary.

It is hereby affirmed that this NOTICE OF MEETING was duly posted, no later than 4:30pm on February 21, 2020 on the bulletin board at the office of the Porter Special Utility District and on the Porter Special Utility District's website in accordance with the Texas Open Meetings Act of the Texas Government Code, as amended.

  
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Jonathon Smith  
General Manager