



Porter Special Utility District

22162 Water Well Road

Porter, Texas 77365

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NOTICE OF REGULAR MEETING OF THE BOARD OF DIRECTORS

Notice is hereby given that the Board of Directors (the “Board”) of PORTER SPECIAL UTILITY DISTRICT (the “District”) will hold a regular meeting, open to the public, on **Tuesday, May 26, 2020, at 7:00pm**, in the Board Room of the District at 22162 Water Well Road, Porter, Texas 77365 and **via URL: <https://us02web.zoom.us/j/3595794456> and teleconference at 1-346-248-7799, Access Code 359-579-3356¹**, pursuant to the Texas Governor’s suspension of certain Texas Open Meetings Act provisions due to COVID-19, to consider and act of the following matters:

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.

¹ **The Board will be present at the referenced meeting location. However, attendees are encouraged to attend the meeting using the provided URL or teleconference number unless attending in person is necessary for the District to provide or an individual to obtain an essential service.**

- 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 from the Regular Board Meeting on April 27, 2020

4. Old Business

- a. Review, discuss, and take action regarding Amended Resolution Adopting Director Fees of Office and Expense Reimbursement Policy
- b. Review, discuss, and take action regarding Section 7.2 Travel Allowance of the Personnel Policies
- c. Consider authorizing and directing staff to take any necessary action to switch the District's financial banking from BBVA to Amegy Bank
- d. Consider authorizing and directing staff to take any necessary action to add Directors to the Amegy Bank banking account as signers for the District
- e. Review, discuss, and take action regarding Section 4.2 General Pay Information of the Personnel Policies, related to timekeeping system

5. New Business

- a. Discuss and take action authorizing Director participation, and Director Fees of Office, for the AWBD Cybersecurity training (live webinar or on-demand webinar), as required by HB3834
- b. Review, discuss, and take action regarding approval of draft budget for fiscal year ending May 31, 2021
- c. Review, discuss, and take action regarding Section 12.1 Insurance of the Personnel Policies

6. Financial Report by Municipal Accounts

- a. Review, discuss, and take any necessary action regarding Financial Statements
- b. Review Quarterly Investment Report for Period Ending February 29, 2020

7. 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

8. Engineering Report by Blevl Engineering

- a. Update on Developments
 - i. Review, discuss, and take action regarding Maple Heights
 - ii. Review, discuss, and take action regarding Four Arbors Townhouses
- b. Update on General Fund Projects
 - i. Review, discuss, and take action regarding the Adams Street Waterline Upsizing Project, including authorizing project advertising and bidding
- c. Update on Impact Fee Capital Improvement Projects
 - i. Review, discuss, and take action regarding the US 59/69 Waterline Crossing project

- ii. Discuss and take action regarding the site design of the new administration building at 24332 Loop 494

9. General Counsel's Report

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

10. General Manager's Report

- a. Maintenance of District property, facilities, and equipment, and personnel
- b. Review, discuss, and take action regarding the design and construction of the new administration building located at 24332 Loop 494
- c. Discuss and take action related to the impact of the COVID-19 coronavirus pandemic on the business of the District
 - i. Consider ratification of Administrative Order #2020-04
 - ii. Consider ratification of Administrative Order #2020-05

11. Supplemental Notice of Public Agenda

12. Director Comments

13. Next Regular Board Meeting

14. 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 May 22, 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.



Jonathon Smith
General Manager