



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 **Monday, May 23, 2022, at 7:00pm**, in the Board Room of the District at 22162 Water Well Road, Porter, Texas 77365, to consider and take action on 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
Donald Bell, Director

Term Expires

May 2024
May 2023
May 2024
May 2023
May 2024
May 2023
May 2023

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 from the Regular Board Meeting on April 25, 2022

4. Old Business

- a. Review, discuss, and take any necessary action regarding New Caney ISD putting school logos on the District's elevated storage tanks
- b. Discuss and take any necessary action regarding bookkeeping services

5. New Business

- a. Review, discuss, and take any necessary action regarding FYE 2023 Budgets for fiscal year ending May 31, 2023, including approval of budgets as presented by the Budget Review Committee
- b. Review, discuss, and take any necessary action regarding Agreement between Porter Special Utility District and Crystal Springs Water Company for services including meter reading and disconnection/reconnection of water service of customers for nonpayment of sewer service
- c. Discuss and take any necessary action regarding Cost-of-Living Adjustments
- d. Review, discuss, and take any necessary action regarding uniform service with Cintas, including approving three-year service contract
- e. Review, discuss, and take any necessary action regarding District Personnel Policies, including approving the following revisions as recommended by the Policy Review Committee:
 - i. Section 1.6 Flowers Submittal Policy
 - ii. Section 4.4 Employee Incentives
 - iii. Section 4.7 Payroll Deductions Policy
 - iv. Section 6.6 District Organizational Chart

6. Financial Report by Municipal Accounts

- a. Review, discuss, and take any necessary action regarding the Financial Statements for the period ending March 31, 2022
- b. Review Quarterly Investment Report for period ending February 28, 2022
- c. Discuss and take any necessary action regarding Municipal Accounts Invoice #67210, in the amount of \$4,247.78, dated December 31, 2020

7. Engineering Report by Ardurra Group

- a. Surface Water Treatment Plant Pilot Study update

8. Engineering Report by Bleyl Engineering

- a. Update on Development Projects
 - i. Review, discuss, and take any necessary action regarding Porter Business Park, including approving the feasibility study
 - ii. Review, discuss, and take any necessary action regarding Texmar Development, including approving the feasibility study
- b. Update on General Fund Projects
 - i. Review, discuss, and take any necessary action regarding Sorters Road Waterline Relocation project, including approving payment of Pay Application #3 in the amount of \$436,671.02
- c. Update on Impact Fee Capital Improvement Projects

9. General Counsel's Report

- a. Review, discuss, and take any necessary action regarding the Water Supply Agreement with the City of Conroe
- b. Review, discuss, and take any necessary action regarding the interlocal agreements with Porter MUD and Montgomery County MUD #110 (Maple Heights) regarding termination of water service to delinquent customers
- c. Review Addendum to Service Agreement related to updated engagement with Radcliffe Bobbitt Adams Polley

10. General Manager's Report

- a. Discuss and take any necessary action regarding District property, facilities, vehicles, equipment, projects, compliance, reporting, and personnel matters


11. Director Comments

12. Next Regular Board Meeting – June 27, 2022 at 7:00pm

13. Adjournment

At any time during the meeting and in compliance with the Texas Open Meetings Act (Texas Government Code 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 20, 2022 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.



Jonathon Smith
General Manager