



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, September 25, 2023, 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 2026
May 2024
May 2026
May 2024
May 2026
May 2026

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 August 28, 2023

4. Old Business

- a. Employee Introductions
 - i. Dominic Justice – Meter Technician
 - ii. Sergio Martinez – Meter Technician
 - iii. James Casey – Distribution Apprentice

5. New Business

- a. Presentation of FYE 2023 Annual Financial Audit by Belt Harris Pechacek, including acceptance of audit as presented
- b. Notification regarding fee increases for consultants, vendors, and contractors
- c. Party interested in purchasing District SWTP property

6. Financial Report

- a. Financial Statements for the period ending August 31, 2023

7. Engineering Report by Bleyl Engineering

- a. Update on Development Projects
- b. Update on Infrastructure Fee Projects
 - i. Well #5 Rehabilitation, including awarding contract
- c. Update on Capital Bond Projects
 - i. Ferne Well #10 Water Plant, including authorizing advertising and bidding
 - ii. Ford Road Waterline Relocation, including Pay Application #6
- d. Update on Impact Fee Capital Improvement Projects
 - i. Impact Fee Study
 - 1) Conduct public hearing on revisions to the land use assumptions, capital improvement plan, and revising the impact fee
 - 2) Review, discuss, and take any necessary action on revisions to the land use assumptions, capital improvement plan, and revising the impact fee
- e. One-Year Warranty

8. General Counsel's Report

- a. Resolution Authorizing Procurement of Security Devices
- b. Annual Review of Tax-Exempt Debt Post Issuance Compliance Policy
- c. Resolution Adopting Impact Fee
- d. Amend personnel policy regarding District devices
- e. Approve Abandonment of Easement for 0.380-acre tract with Pulte Homes of Texas, L.P. (Peppervine)
- f. Approve Waterline Easement – Vertice Construction

9. General Manager's Report

- a. Update regarding wells and facilities, water production and demand, fleet vehicles and equipment, drought and weather forecasts
- b. Update regarding Lone Star Groundwater Conservation District
- c. Woodridge MUD Letter re. Impact Fees for the Preserve at Woodridge
- d. Service Application and Agreement

- e. Lead Service Line Inventory
- f. New SCADA PLC with cellular service and programming – Andrew WTP, Briar Tree WTP, Well #9, Well #1, Copeland EST, Ferne EST site, Sears EST site
- g. Billing and Work Order Software
- h. Restructuring Customer Service and Billing Department

10. Executive Session

11. Director Comments

12. Next Regular Board Meeting – October 30, 2023 at 7:00pm

13. Adjournment

At any time during the meeting the Porter Special Utility Board of Directors may meet in executive session on any of the above agenda items for any reason authorized by the Texas Open Meetings Act (Texas Government Code Chapter 551), including 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 September 22, 2023, 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