



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 28, 2020, at 7:00pm**, in the Board Room of the District at 22162 Water Well Road, Porter, Texas 77365 and **via teleconference at 1-346-248-7799, Access Code Access Code 359-579-4456¹, Passcode 22162 and video conference URL: <https://us02web.zoom.us/j/3595794456?pwd=ZEFRYm0wSE02RWFVUEgrck9NRtc3UT0>**, 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 2023
May 2021
May 2023
May 2021
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:

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 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 31, 2020

4. Old Business

- a. None

5. New Business

- a. Introduction of new District employees
- i. Jessica Banuelos – Customer Service Clerk
 - ii. Jeanna Jones – Customer Service Clerk
 - iii. Levi Torres – Meter Technician
 - iv. Wendy Pafford – Bookkeeper
- b. Review, discuss, and take any necessary action regarding the Board Committees, including considering appointing Director Denham to the Personnel Policy Review Committee
- c. Review, discuss, and take any necessary action regarding the District’s Rules and Regulations, including procedures for handling illegal connections
- d. Review, discuss, and take any necessary action regarding the District’s Personnel Policies

6. Financial Report by Municipal Accounts

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

7. Engineering Report by Ardurra Group

- a. Surface Water Treatment Plant Pilot Study update

8. Engineering Report by Bleyl Engineering

- a. Developments update
- i. Review, discuss, and take any necessary action regarding the Maple Heights development, including approving the Water Facilities Development and Service Agreement
 - ii. Review, discuss, and take any necessary action regarding the Porter Forest Logistics development, including approving the Feasibility Study
- b. General Fund Projects update
- i. Review, discuss, and take any necessary action regarding the Andrew Water Plant Generator, including authorizing advertising and bidding of said generator repair/replacement
- c. Impact Fee Capital Improvement Projects update

9. General Counsel’s Report

- a. Lone Star Groundwater Conservation District update

- b. Review, discuss, and take any necessary action regarding *Crystal Springs Water Co. v. Porter Special Utility District*
- c. Review, discuss, and take any necessary action regarding the easement acquisitions along Sorters Road and Ford Road
- d. Annual review of Investment Policy, amend as necessary
- e. Approve Amended List of Authorized Brokers
- f. Discuss defeasance of Series 2012-A Bonds and Series 2014 Bonds issued for groundwater reduction plan projects

10. General Manager's Report

- a. Personnel matters, including hearing on employee grievance regarding discipline action
- b. Maintenance of District property, facilities, and equipment
- c. Discuss and take any necessary action related to the impact of the COVID-19 coronavirus pandemic on the business of the District
 - i. Consider ratification of Administrative Order #2020-08
- d. Review, discuss, and take any necessary action ratifying changes to the General Manager's employment contract

11. Director Comments

12. Next Regular Board Meeting

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 September 25, 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