

PORTER SPECIAL UTILITY DISTRICT
MINUTES OF BOARD OF DIRECTORS REGULAR MEETING

June 27, 2022

The Board of Directors (the Board or Directors) of Porter Special Utility District (the District) met in regular session at 7:00 p.m., at 22162 Water Well Road, Porter, Texas 77365, on Monday, June 27, 2022, pursuant to notice of said meeting posted in accordance with Chapter 551 of the Texas Government Code.

1. **Call Meeting to Order** the President, after finding that the notice of the meeting was posted as required by law, called the meeting to order at 7:00 p.m. and declared it open for such business as may come before it.

a. Roll Call of the Board of Directors/Declaration of a Quorum

Doug Pillow	President
Jodi Ruonavar	Vice-President
Caroline Denham	Secretary
Danny Bridges	Treasurer
Johnny Barr	Asst. Secretary-Treasurer
Jason Ashy	Director
Donald Bell	Director

Director Denham took the roll, all Directors were present in the District Board Room except for Director Ashy who was absent, thus constituting a quorum. Also attending for the District were: Jonathan Polley (Attorney) with Radcliffe, Bobbitt, Adams, and Polley, Mike Kelly (Engineer) with Bleyl Engineering, Jonathon Smith (General Manager), Chris Wright (Operations Manager), Wendy Pafford (Bookkeeper), and Amanda Phillips (Human Resources Director).

b. Director Qualifications and Disclosures

Mr. Smith stated there are no updates on Director qualifications and disclosures.

c. Invocation

Invocation led by Mr. Smith.

d. Pledges of Allegiance

Pledges of Allegiance led by Director Ruonavar.

2. Public Comment

No Public Comment.

3. Review and Approve Minutes

- a. Minutes of the Regular Board Meeting on May 23, 2022.

Upon motion by Director Barr, seconded by Director Bell after full discussion with all Directors present voting aye, the Minutes of the Regular Board Meeting on May 23, 2022, were approved. Motion carried unanimously.

4. Old Business

- a. 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

Mr. Polley presented information about the current contract the District has with Crystal Springs Water Company. The Directors requested the existing contract to be updated and resemble the updated contracts for other systems the District provides services for.

Upon motion by Director Bridges, seconded by Director Denham after full discussion with all Directors present voting aye, the Directors authorized notice of termination of the contract and to present a new draft agreement to Crystal Springs Water Company.

5. New Business

No items presented.

6. Financial Report

- a. Financial Statements for the period ending May 31, 2022.

This item was tabled, a complete Financial Statement will be presented at the July Regular Meeting.

- b. TexPool Resolution Amending Authorized Representatives

Mrs. Pafford presented the TexPool Resolution to the Directors; she stated this item was being presented because Municipal Accounts has sole control of the account. Director Ruonavar stated that she did not want employees transferring funds. Director Ruonavar suggested that Director Pillow, Director Bridges, and Director Barr be appointed as Authorized Representatives. Mrs. Pafford stated currently she cannot even download statements.

Upon motion by Director Ruonavar, seconded by Director Barr after full discussion with all Directors present voting aye, the Board approved the TexPool Resolution Amending Authorized Representatives listed as Director Pillow, Director Bridges, Director Barr, a Representative for the Bookkeeping Firm. Mrs. Pafford will have visual access only. Motion carried unanimously.

7. Engineering Report by Ardurra Group

a. Surface Water Treatment Plant Pilot Study Update

No updates on the Surface Water Treatment Plant Pilot Study.

8. Engineering Report by Bleyl Engineering

a. Update on Development Projects

b. Update on General Fund Projects

- i. Review, discuss, and take any necessary action regarding Sorters Road Waterline Relocation project, including payment of Pay Application #4 in the amount of \$133,842.65**

Upon motion by Director Ruonavar, seconded by Director Barr after full discussion with all Directors present voting aye, the Board approved Pay Application #4 in the amount of \$133,842.65 to SER Construction Partners. Motion carried unanimously.

c. Update on Impact Fee Capital Improvement Projects

No items presented.

d. Release of property (Haven at Woodridge) from the District's CCN

Mr. Kelly requested the Haven at Woodridge be released from the District's CCN. The Haven at Woodridge is on the south-side of Woodridge, is under 15 acres of undeveloped land, and one-half mile from current District waterline. Mr. Kelly stated it was not feasible to provide water at the location due to the cost of waterline main extension. Director Bridges discussed the expense of easements and rights-of-way for 6,000 feet on NorthPark Drive. Mr. Smith stated that the Developer has requested to be released from Porter MUD's CCN also.

Upon motion by Director Pillow, seconded by Director Bridges after full discussion Director Denham voted aye to release the Haven at Woodridge property from the District's CCN. Director Ruonavar, Director Bell, and Director Barr voted nay. The motion failed with three aye votes, and three nay votes. Director Pillow stated the Board will revisit this item next month and asked Mr. Kelly for a cost estimate for the District to extend service to the area.

- e. Addendum to Agreement between District and Bleyl Engineering for Professional Services

Upon motion by Director Ruonavar, seconded by Director Bell after full discussion with all Directors present voting aye, the Board approved the Addendum to Agreement between District and Bleyl Engineering for Professional Services. Motion carried unanimously.

Director Ruonavar asked about the Peppervine Development expressing drainage concern over the trailer park located on Wallis. Director Pillow stated the District does not handle drainage, the District supplies water to the community.

9. General Counsel's Report

- a. Annexation of 8.21-acre tract owned by Warm Waters LLC, including letter of intent for annexation/development, landowners' petition, and petition for city consent related to same

Mr. Polley presented a request from Warm Waters LLC for annexation into the Porter SUD. Mr. Polley stated that it is a multi-step process including petitioning the District, the District will then petition the City of Houston, then there is an authorization of consent from the City of Houston, then the District can adopt an order to include the 8.21-acre tract.

Upon motion by Director Bell, seconded by Director Barr after full discussion with all Directors present voting aye, the Board approved upon the receipt of Warm Waters LLC signed petition and authorized the petition for the City of Houston's consent for annexation at the Developers expense. Motion carried unanimously.

- b. Resolution Authorizing Application to TCEQ for Change in Scope and/or Use of Surplus funds.

This item was tabled.

- c. Resolution Evidencing Intent to Reimburse Projects from Bond Proceeds

This item was tabled.

Upon motion by Director Denham, seconded by Director Ruonavar after full discussion with all Directors present voting aye, the Board approved the Addendum to Service Agreement related to updated engagement with Radcliffe Bobbitt Adams Polley. Motion carried unanimously.

10. Closed Session Pursuant to Texas Government Code Section 551.071

Adjourn to Executive Session at 7:58 p.m.
Executive Session ended at 8:06 p.m. by Director Pillow.
Regular Session reconvened at 8:06 p.m. by Director Pillow.

Upon motion by Director Ruonavar, seconded by Director Barr after full discussion with all Directors present voting aye, the Board authorized the Settlement Committee to execute the settlement as discussed in Executive Session. Motion carried unanimously.

11. General Manager's Report

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

Director Ruonavar inquired about well #8, Mr. Smith stated he has received a quote from EFS for electrical repairs. The Board directed staff to proceed with the repair. Director Ruonavar asked about a timeline for the filtration system for well #8, Mr. Smith stated the Board approved Mr. Kelly to design a system. Director Ruonavar stated she wanted a cost analysis at July's meeting for the filtration system. Director Bell stated he wanted an on-call report to be included in the General Managers weekly report. Mr. Wright discussed how staff will be starting a new project mapping meter locations with the Trimble unit. Director Ruonavar asked Staff to get a quote on a meter detection device by July's regular meeting. Mr. Smith stated the District has a device that detects meters but requires time to operate. Director Ruonavar asked about the 6M-1 and 6M-2 samples the TCEQ are requiring at the first of the year. Mr. Smith responded the lead and copper samples required have been completed. Mr. Wright stated he would look into the testing. Mr. Bell inquired about the pfas, and Mr. Smith stated the System had been tested and was negative. Director Bell asked about fuel storage in the event of an emergency, Mr. Smith responded the District has more than adequate fuel storage in the event of an emergency. Director Pillow stated the District is labeled as priority by the fueling companies, and Mr. Smith stated the GenSolutions can transport fuel if needed.

12. Directors Comments

Director Bell requested name badges, polo shirts, and t-shirts for the Directors. Mr. Smith stated he would contact Directors about sizing.

13. Next Board Meeting

The next Regular Board Meeting is scheduled on Monday, August 1, 2022, at 7:00 p.m.

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

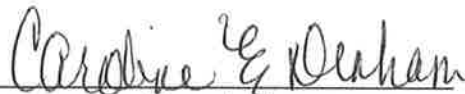
matters (551.071); deliberation regarding real property (551.072); deliberation regarding prospective gifts (551.073); personnel matters (551.074); and deliberation regarding security devices (551.076). No action may be taken during executive session, therefore, following executive session, the Board of Directors will reconvene to an open meeting and take action as necessary.

There being no further business before the Board, upon motion by Director Ruonavar, seconded by Director Bell after full discussion and all Directors present voting aye, the meeting was adjourned at 8:49 p.m.

PASSED and **APPROVED** this the 1st day of August 2022.



President, Board of Directors



Secretary, Board of Directors

