

PORTER SPECIAL UTILITY DISTRICT
MINUTES OF BOARD OF DIRECTORS SPECIAL MEETING
July 17, 2023

The Board of Directors (the Board or Directors) of Porter Special Utility District (the District) met in special session at 6:30 p.m., at 22162 Water Well Road, Porter, Texas 77365, on Monday, July 17, 2023, 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 6:40 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 Pillow took the roll, all Directors were present in the District Board Room, except Director Barr and Director Denham, thus constituting a quorum. Also attending for the District were: Jonathan Polley (Attorney) with Polley Garza PLLC, and Jonathon Smith (General Manager).

- b. **Director Qualifications and Disclosures**

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

- c. **Invocation**

Invocation led by Mr. Smith.

d. Pledges of Allegiance

Pledges of Allegiance led by Director Pillow.

2. Public Comment

None.

3. Adopt Order Setting Public Hearing on Impact Fees

Mr. Polley states that we should wait until September 25, 2023 to call the hearing.

Upon motion by Director Ruonavar, seconded by Director Bell after full discussion with all Directors present voting aye, the Order Adopting Setting a Public Hearing on Impact Fees was scheduled for Monday, September 25, 2023 at 7:00 pm. Motion carried.

4. Resolution Adopting Director Fees of Office

Mr. Polley passed out a red line of the Resolution explaining the changes. It was put into effect on June 18, 2023. Water Board Directors are eligible to get the same Fee of Office as the Legislators. From \$150/day to \$221/day. The annual amount of \$7,200 has not changed. It is made by the Texas Ethics Commission. Director Bell asks about Section 6 and asks to make the last sentence to change from 24 hours to 72 hours. Mr. Polley agreed. It hasn't been raised by the Legislature since before 2007 for Water Districts. Mr. Smith will check into average pay raises of Employees that are non-exempt.

Tabled until all Directors are present.

5. Direct Deposit of Director Fees of Office and Reimbursements

Take the Expense Report for the current meeting and sign it and then they will put it in your account the next day.

Upon motion by Director Ashy, seconded by Director Ruonavar after full discussion with all Directors present voting aye, it was decided that it would be up to each Director as to whether they wanted Direct Deposit of Director Fees of Office and Reimbursements. Motion Carried.

6. Schedule of Rates, Fees and Charges

Mr. Smith highlighted in yellow the changes for a 10" and 12" water line and cleared up some language on the multi-unit examples and the taps completed by District contractors. This is if developments are based on meter sizes. Same numbers just different scales. It is part of the Impact Fee Study. Fire lines do not have meters. It's just that block. No meter fees, impact fees, etc. as they do not have regular service. Usage is not metered. We do have leak indicators. Just a monthly charge. We do not profit off of Impact Fees. Can speak more with Mr. Kelly about CIPs at our regular meeting. You have to make assumptions about undeveloped land in the District, etc. It is all in the report. Tap fees are totally different. Impact Fees have its own account which shows on our Monthly Financial Report.

Upon motion by Director Ruonavar, seconded by Director Bridges after full discussion with all Directors present voting aye, it was decided to approve the Schedule of Rates, Fees and Charges as presented. Motion carried.

7. New Administration Building

Mr. Smith passed questions to Todd, and he responded in blue, and others responded in red. Do we want to designate Employee Parking? Only 7 from this building are moving to the new building. They should all park in the back of the new building. We are planning on 31 parking spots, so that should be plenty of spaces. Director Ruonavar is questioning the widening of Loop 494 by the State of Texas (not County). They will take, not ask. Should we take a look at what the school is doing to see how they are handling it. Entrance is based off of TXDOT.

Can we push the site back? May have to make adjustments when it happens. We are right up on the easement. Usually 25' to the center of the road. Our parking lot is right up on it. Could lose our out direction, if Loop 494 is widened. Not sure if we can move back due to the dimensions needed. Director Ruonavar is making an educated guess that the State will widen the road. Site Engineer should answer this question. Mr. Smith will reach out to Todd about this. Repurposing the existing 150KW generator from Sears that is diesel. Natural Gas would be better. In a natural disaster staff would not be at the Administration Building. What will the generator run? The emergency lighting? Mr. Smith says it would run the entire building. The Building Committee has trimmed the fat. We are building this building to grow with the future. The earliest we could break ground is early October. Mr. Smith will reach out to Todd to discuss the potential road widening.

Upon motion by Director Bell, seconded by Director Bridges after full discussion with all Directors present voting aye, to accept the drawings with the exceptions set forth. Motion carried.

8. Adjournment

There being no further business to come before the Board, upon motion by Director Ashy, seconded by Director Bridges after full discussion and all Directors present voting aye, the meeting was adjourned at 7:34 p.m.

PASSED and **APPROVED** this the 31st day of July, 2023.



President, Board of Directors



Secretary, Board of Directors

