

**PORTER SPECIAL UTILITY DISTRICT**  
**MINUTES OF BOARD OF DIRECTORS REGULAR MEETING**  
**December 21, 2023**

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 Thursday, December 21, 2023, pursuant to notice of said meeting posted in accordance with Chapter 551 of the Texas Government Code.

1. **Call Meeting to Order** the Vice 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
Vacant	Asst. Secretary-Treasurer
Jason Ashy	Director
Donald Bell	Director

Director Denham took the roll, all Directors were present in the District Board Room, except Director Pillow, thus constituting a quorum. Also attending for the District were: Jon Polley (Attorney) with Polley Garza PLLC, Mike Kelly (Engineer) with Bleyl Engineering, Jonathon Smith (General Manager), and Mr. Charlie Lyons, a potential Director to fill the vacant seat left by the passing of Mr. Johnny Barr.

**b. Director Qualifications and Disclosures**

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

**c. Invocation**

Invocation led by Mr. Kelly.

**d. Pledges of Allegiance**

Pledges of Allegiance led by Mr. Polley.

**2. Public Comment**

None.

**8. General Counsel's Report**

**A. Discuss filling vacant Director position**

Charles "Charlie" Lyons, a resident of Porter for approximately 60 years, an Army Veteran, New Caney High School Graduate, Ball Park Volunteer and Election Volunteer wants to serve his community in any capacity and wants to be involved. He would like to be a member of our Board of Directors.

Upon motion by Director Ashy, seconded by Director Bridges after full discussion with all Directors present voting aye, it was decided to have Mr. Charlie Lyons fill the vacant Director position once he takes the Oath of Office. Motion carried.

**3. Review and Approve Minutes**

**a. Minutes from the Regular Board Meeting on November 30, 2023**

Upon motion by Director Ashy, seconded by Director Bell after full discussion with all Directors present voting aye, the Minutes of the Regular Board Meeting of November 30, 2023 were approved. Motion carried.

#### **4. Old Business**

None.

#### **5. New Business**

- a. Authorize Director attendance and Fee of Office for attending the Gulf Coast Water Conservation Symposium on Thursday, February 22, 2024 at the Embassy Suites Energy Corridor in Houston, Texas

Upon motion by Director Ashy, seconded by Director Bridges after full discussion with all Directors present voting aye, the authorization for Director Attendance and Fee of Office for attending the Gulf Coast Water Conservation Symposium was approved. Motion carried.

#### **6. Financial Report**

- a. Financial Statements for the period ending November 30, 2023

Page 2, #15391 – Miscellaneous Income - \$968.20 – metal to recycling center; Page 3 - Director Pillow not feeling well – keep in well wishes and thoughts – he asked Director Ruonavar to mention that we have almost made budget on Income – Mr. Smith, please pass along to all employees from Directors Pillow and Ruonavar – Job well done! Director Ruonavar is watching the On-Call pay; Page 4 #16513- Water Bill Printing – over \$3K Director Bell not worried, Director Ashy got a bill – no emails – part of transition. Should receive emails next month; New Permit (\$1,500). #16521 – Postage Expense – adjusted \$663.89 now; #16972 – Billing and Work Order System – corrected. Envelopes moved to #16513; #17003 – Office Equipment – 2 printers and desktop upgrades being built – One of our employees, Cutter built at 1/3 of cost; #16505 – Small Tools – Mr. Smith to email a breakdown of what that is; Page 5 – #17004 – Office Furniture – 5 tier storage