

STATE OF TEXAS }
COUNTY OF WILLACY }

THE BOARD OF SUPERVISORS OF THE PORT MANSFIELD PUBLIC UTILITY DISTRICT met in Regular Session at the Harbor Office, 630 Laguna Drive, Port Mansfield, Texas, on Tuesday, July 11, 2023 at 9:00 a.m., with the following members present:

SUPERVISORS PRESENT:	ERIC KENNEDY	PRESIDENT
	MICHAEL BOURNE	SECRETARY
	DOUG TRAPP	MEMBER
	CHARLES DEAN	MEMBER
	DAVID ALANIS	MEMBER

ALSO PRESENT:	RON MILLS	GENERAL MANAGER
	WILLIAM McCORMICK	ATTORNEY
	FRANK VASQUEZ	PORT SUPERINTENDENT
	VIRGINIA LOMAS	HUMAN RESOURCES

Supervisor Kennedy called the meeting to order at 9:00 a.m., upon conclusion of roll call it was ascertained that a quorum was present.

Item No. 1: REVIEW & CONSIDERATION OF PREVIOUS BOARD MEETING MINUTES: After reviewing June 13, 2023 board meeting minutes. Supervisor Alanis made the motion to approve the board meeting minutes. The motion was seconded by Supervisor Trapp and the vote unanimously carried.

Item No. 2: PUBLIC COMMENT(S): None.

Item No. 3: DISCUSSING AND POSSIBLE ACTION ON UTILITY RATES: After discussion on the utility rates, Supervisor Trapp made the motion to increase the base rate to 5% following 4 years will be a 3% increase, across all the rate and to increase the CIF 2% annually for the next 5 years. The motion was seconded by Supervisor Alanis and the vote unanimously carried.

Item No. 4: REVIEW & POSSIBLE ACTION ON CONTRACT FOR LEGAL COUNSEL: After reviewing the contract for legal counsel, Ron Mills, General Manager recommended an increase rate from \$500.00 to \$750.00 starting August 2023. After reviewing the contract for legal counsel, Secretary Bourne made the motion to accept to raise the rate. The motion was seconded by Supervisor Alanis and the vote unanimously carried.

Item No. 5: PORT SUPERINTENDENTS REPORT: Frank Vasquez, Port Superintendent reported on the following:

- Water Department: the inspector for TCEQ came out to inspect and there were no violations given, only a few discrepancies that need to be corrected.
- Garbage Department: None.
- Sewer Department: None.

Item No. 6: GENERAL MANAGERS REPORT: Ron also reported on the following:

- Aging Report: 2 accounts have 180 days past due list, letters will be sent out through the WCND Board for lease cancellation.

3 meters were pulled and 1 has been reinstalled.

Item No. 7: REVIEW AND CONSIDERATION OF CHECKS & VOUCHERS: After review of checks and vouchers Supervisor Trapp made the motion to approve the transactions dated June 14, 2023 through July 11, 2023 as presented. The motion was seconded by Secretary Bourne and the vote unanimously carried.

Item No. 8: ADJOURN: meeting adjourned at 10:15 a.m..