

STATE OF TEXAS }
COUNTY OF WILLACY }

THE BOARD OF SUPERVISORS OF THE PORT MANSFIELD PUBLIC UTILITY DISTRICT met in Regular Session at the Community Baptist Fellowship Hall, Texas, on Tuesday, May 07, 2019 at 9:00 a.m., with the following members present:

SUPERVISORS PRESENT:	DALE HICKS BUBBA GARST JOHN AVARA	SECRETARY MEMBER MEMBER
ALSO PRESENT:	RON MILLS FRANK VASQUEZ VIRGINIA LOMAS McCORMICK	GENERAL MANAGER PORT SUPERINTENDENT HUMAN RESOURCES ATTORNEY
ABSENT:	DOUG TRAPP RICHARD LEFEVRE	PRESIDENT MEMBER

Supervisor Garst, 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 review of the previous board meeting minutes, Secretary Hicks made the motion to approve the previous board meeting minutes for April 09, 2019. The motion was seconded by Supervisor Avara and the vote unanimously carried.

Item No. 2: *PUBLIC COMMENT(S):*

None.

Item No. 3: DISCUSSION AND POSSIBLE ACTION ON TAX ASSESSOR/COLLECTORS' MOTION TO CORRECT 2017 TAX ROLL PER TAX CODE 26.15: Upon review and discussion on tax assessor/collector's motion to correct 2017 tax roll per tax code 26.15, General Manager Mills advised the board that Mr. McCormick did research on tax code and to reimburse the tax assessor for taxes that were collected. There is no letter from the tax assessor stating order changes to correct taxes that were collected in error. A citizen can request for the tax rate to be changed by submitting a letter to the district. Mr. McCormick states there isn't much stating on error collecting but an entity is able to correct mathematical tax rate for a tax rate for the previous year. Mr. McCormick recommends for the district to file a tax rate change.

Item No. 4: **REVIEW, DISCUSSION AND ACTION ON 2019 – 2020 BUDGET**: Upon review on the 2019 – 2020 budget, General Manager Mills discussed the budget with the Supervisors and advised them that he will not increase the payroll budget due to possibly reducing hours for the utility district clerk, that a drop box can be installed for the days the utility district clerk is not working.

Secretary Hicks would like for Ron to make a proposal on what he plans do with the budget when it comes to salaries. Ron advised the board that he had a listing of the fixed assets so they can review. Supervisor Avara would like a listing from our CPA showing the value and depreciation and would like to see the tax return.

Item No. 5: RATE REVIEW: Upon review of the rate, Ron advised the board that the last page of the budget had been increased in revenues compared to the budget set amount.

Item No. 6: PORT SUPERINTENDENTS REPORT: Frank Vasquez, Port Superintendent reported on the following items:

Water, Sewer & Garbage updates:

-Water Dept: Ariel will be at the storage tanks, installing the controllers.

-Sewer Dept: Frank advised the board that after the last meeting, he received a notification that there was a disaster at the sewer plant, one of the walkway had collapsed and fell into the racetrack. A crane was brought in to help pull out the concrete walkway. A new walkway has been built, made out of laminated plywood, fiberglass and treated wood. Supervisor Garst asked if all safety requirements are being met, Frank replied that all requirements are being met.

-Garbage Dept: garbage trucks had minor repairs done.

-Fire Hydrant Report: None.

Item No. 7: GENERAL MANAGERS REPORT: Ron Mills, General Manager, addressed the board on the following:

-Aging Report: 4 meters were pulled and 1 has been reinstalled. There is a past due that has the largest balance and is currently being taken care of a family member that is in the process of working on the paper work.

-Status of payments and funds availability for Ground Storage Tanks: Ron, feels that the status updates do not show progress on repairs, that there is an inconsistency on the billing, for example they show a demolition fee which was none but was done but yet there was concrete work done that was not included on the original work order, he feels there should have been a change order done. Ron would like to know if the district would like to proceed, completion date should have been on April of last year.

Supervisor Avara would like to know if there is an extension warranty on the project. Ron will look into this matter.

Mr. McCormick advised that he feels that we should ask Dunham to send a letter to Ferguson that we are considering legal items for deficiencies not being taken care of on the project and to give them a term date 10 to 30 days.

Item No. 8: REVIEW & CONSIDERATION OF CHECKS & VOUCHERS: After review of checks and vouchers Supervisor Avara made the motion to approve the transactions dated April 10, 2019 through May 07, 2019 as presented. The motion was seconded by Secretary Hicks and the vote unanimously carried.

Item No. 9: Adjourn: meeting adjourned at 10:09 a.m..