

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 01, 2025 at 9:00 a.m., with the following members present:

SUPERVISORS PRESENT:	DOUG TRAPP	MEMBER
	NEIL MACHEN	MEMBER
	SCOTT HESS	MEMBER

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

ABSENT:	MICHAEL BOURNE
	DAVID ALANIS

Supervisor Trapp 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 03, 2025 board meeting minutes. Supervisor Machen made the motion to approve the board meeting minutes as presented. The motion was seconded by Supervisor Hess and the vote carried.

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

Item No. 3: DISCUSSION AND ACTION TO UPDATE WATER CONSERVATION AND DROUGHT CONTINGENCY PLAN: Ron, General Manager addressed the board that we have been advised by NASWC that we are currently on Stage 4 Drought Contingency Plan. General Manager Mills, advised the board that we should review and update our Contingency plan every 5 years, and that ours has not been updated since 2016.

The changes which need to be updated in our Contingency Plan is the Rate structure of Water and Water and Wastewater connection fees based on the size of the meters which follow:

- 5/8" connection preciously \$515.00 - New rate \$640.00
- 1" connection previously \$678.00 - New rate \$848.00
- 2" connection previously \$1,446.00 - New rate \$1,130.00

The current water rates for both residential & commercial accounts would need to be updated (the board approved water rates to increase by 3% from June 2021 – May 2028).

Residential Rates:

- ¾ Minimum Fee: Previously - \$14.75 Currently - \$17.00

Commercial Rates:

- 1" Minimum Fee: Previously - \$19.61 Currently - \$22.28

After discussion Ron advised the board to consider making a change to the Contingency Plan when it comes to Stage 3 rule and higher for the District not to permit construction of swimming pools, wading pools and or jacuzzi pools. Supervisor Machen made the motion to accept the change to the Contingency Plan. The motion was seconded by Supervisor Hess and vote carried.

Changes to the Water Use Restriction Section:

- a. Irrigation of landscaped areas shall be limited to designated watering days between the hours of 6:00 am and 9:00 am and between 7:00 pm to 9:00 pm and shall be by hand held hose with positive shut-off nozzles, hand held buckets, or drip irrigation only. The use of hose-end sprinklers or permanently installed automatic sparkler systems are prohibited at all times.
 - odd numbered address to water on Monday & Wednesday
 - even numbered address to water on Tuesday & Thursday
- b. Use of water to wash any motor vehicle, motorbike, boat, trailer, airplane or other vehicle not occurring on the premises of a commercial car wash and or commercial stations and not in the immediate interest of public health, safety, and welfare is allowed only be a regulated pressure washer and handheld hose or bucket.

Further, such vehicle washing at commercial car washes and commercial stations shall occur only between hours of 12:00 am and 6:00 pm.

RV washing and motor home is prohibited

No volume of water is to be used and lead to run off from the location of washing into neighboring streets, yards or waterways.

- c. The filling, refilling or maintaining depth to swimming pools, wading pool, and jacuzzi is prohibited.

Supervisor Hess made the motion to amend the changes to the Contingency Plan Stage 4 Drought Plan. The motion was seconded by Supervisor Machen and vote carried.

Item No. 4: IMPLEMENTATION OF STAGE 4 DROUGHT PLAN: Supervisor Hess made the motion to accept the implementation of Stage 4 Drought Plan starting on August 05, 2025. The motion was seconded by Supervisor Machen and vote carried.

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

- Water: there are rumors in town that the water supply was contaminated by the sewer, the rumors are false. There was a water leak.

- Sewer: 2 pumps got locked up at the country park, one had rags the other had a cell phone.

Hydromatic pumps are no longer available to get parts for. We might have to look for different options.

- Garbage: none.

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

- Aging Report: 4 accounts have no meters over 61 days/1 is due for cancellation

1 meter cancellation (pending), 3 meters – still disconnected.

- Artesian well or alternate treatment
- Enforcement options for violation of water standards per TX Legislature

Item No. 7: REVIEW AND CONSIDERATION OF CHECKS & VOUCHERS: After review of checks and vouchers Supervisor Machen made the motion to approve the transactions dated June 04, 2025 through July 01, 2025 as presented. The motion was seconded by Supervisor Hess the vote carried.

Item No. 8: ADJOURN: meeting adjourned at 10:36 a.m..