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 07, 2026 at 9:00 a.m., with the following members present:

SUPERVISORS PRESENT:	DOUG TRAPP	PRESIDENT
	DAVID ALANIS	SECRETARY
	SCOTT HESS	VICE PRESIDENT
	MARIO GARCIA	MEMBER
	NEIL MACHEN	MEMBER
ALSO PRESENT:	OSCAR MONTOYA	GENERAL MANAGER
	VIRGINIA LOMAS	BUSINESS MANAGER/HUMAN RESOURCES
	FRANK VASQUEZ	PORT SUPERINTENDENT
	WILLIAM McCORMICK	ATTORNEY

Doug Trapp, President 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 of previous board meeting minutes, Supervisor Machen made the motion to approve the the June 02, 2026 regular board meeting minutes. The motion was seconded by Supervisor Alanis and motion carried.

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

Item No. 3: *DISCUSSION AND POSSIBLE ACTION REGARDING THE RECORDING OF BOARD MEETINGS:* Supervisor Alanis asked how other utility districts handle their meetings, Montoya, General Manager said he has not done any research but the WCND and the city have their meetings streamed and saved in archives. After discussion Supervisor Garcia advised the board to only voice record. The motion was seconded by Supervisor Alanis and motion carried, with Vice President Hess voting in opposition, and vote carried.

Item No. 4: *REVIEW, DISCUSS AND APPROVE THE PURCHASING POLICY:* After review and discussion regarding the purchasing policy, changes on item 6 – purchasing thresholds. Supervisor Alanis made the motion to change from $50k to $30k for non-emergency and $50k for emergency should remain as is, with an option to revisit the purchasing policy at any time. The motion was seconded by Vice President Hess and motion carried, with Supervisor Garcia voting "undecided", and vote carried.

Item No. 5: *BACKFLOW PREVENTION PROGRAM UPDATE AND DISCUSSION REGARDING ENFORCEMENT OF NON-COMPLIANT BACKFLOW INSPECTIONS:* Currently there is 17 accounts in compliance out of 54. A second letter will be sent out giving the residents 15 days or depending on the TCEQ guidelines. Not an action item, to authorize at this time. This item is tabled for next month.

Item No. 6: *DISCUSS AND POSSIBLE ACTION REGARDING THE REINVESTMENT OF THE CD FUNDS*: After discussion regarding the reinvestment of the CD Funds, Vice President Hess made the motion to move the previous CD Funds to TexPool. The motion was seconded by Supervisor Machen and vote carried.

Item No. 7: *DISCUSSION AND POSSIBLE ACTION REGARDING THE ACCEPTANCE OF OWNERSHIP OF THE PRIVATE LIFT STATION LOCATED ON BLOCK 16, OF THE LAGUNA MADRE SUBDIVISION*: Montoya, General Manager is currently working with Ferris, Flinn & Medina regarding the current lift station. Following the discussion, this item is tabled until the next regular meeting to allow Montoya, gather information and present it to the Board.

Item No. 8: *DISCUSSION, CONSIDERATION AND POSSIBLE ACTION REGARDING PROPOSALS/QUOTES RECEIVED FOR GRANT WRITING AND GRANT MANAGEMENT SERVICES*: Two proposals/quotes were received, following discussion Supervisor Alanis made a motion to table the item until the next regular meeting. The motion was seconded by Vice President Hess and vote carried.

Item No. 9: *DISCUSSION, CONSIDERATION AND POSSIBLE ACTION TO AUTHORIZE OSCAR MONTOYA, GENERAL MANAGER SIGNATORY(IES) FOR THE PMPUD CREDIT CARD VS BANK DEBIT CARD*: Following discussion, Supervisor Alanis made the motion to authorize Oscar Montoya, General Manager to apply for a credit card vs bank debit card. The motion was seconded by Supervisor Machen and vote carried.

Item No. 10: *DISCUSSION AND POSSIBLE ACTION REGARDING THE SALE OF EQUIPMENT:* Following discussion regarding the sale of equipment, an estimate of $10k for the backhoe was received by Supervisor Machen. Vice President Hess made the motion to auction the equipment internally and set a starting bid at $10k. The motion was seconded by Supervisor Alanis and vote carried.

Item No.11: *PORT SUPERINTENDENTS REPORT*: Frank Vasquez, Port Superintendent reported on the following:

- Sewer: sewer plant is currently doing well.

- Water: issue with NAWSC due to a leak, caused the water tanks to run low. NAWSC is stating that we are responsible for replacing equipment (clay valves), our electrician has replaced the valves and currently working.

- Garbage: garbage truck has been received and is back in use.

Item No. 12: *GENERAL MANAGER REPORT*:

- Aging Report: 4 possible cancellation letters are being sent over 120 days past due with pulled meters

- Staff self-audit on all accounts double checking rates

    a. Accurate designation and count of accounts: Virginia organized the project with the help of Letty and Susan.

    b. Verifying proper charges: all customer accounts have been reviewed to make sure water rates were correctly applied to the accounts.

- Update on TCEQ Violation:

- Discuss Electric rates: Three companies sent in their rates, a copy of the signed contract with the best rate is in the folders for review.

Item No. 13: *REVIEW AND CONSIDERATION OF CHECKS & VOUCHERS*: After review of checks and vouchers Supervisor Machen made the motion to approve the transactions dated June 03, 2026 through July 07, 2026 as presented. The motion was seconded by Supervisor Garcia and vote carried.

*Vice President Hess left meeting at 10:11 (appt.)

Item No. 14: ADJOURN: meeting adjourned at 10:46 a.m..