

Bolivar Peninsula Special Utility District
Minutes of the Regular Meeting, January 9th, 2024

Directors Present

Maria Skewis, Secretary
Bradley Metz, President
Mark Ivey
Mark DeSantis
Perry Manuel
Dean Crooks
DJ Hutchinson

Staff Present

Barbara Cowie, Office
Sheila Cunningham, GM
Cliff Howard, Operations

Others Present

None

Item 1 Call to Order: At 6:00 PM Bradley Metz, declared a quorum present and called the meeting to order.

Item 2 Pledge of Allegiance and moment of silence: The Pledge of Allegiance was led by Mark DeSantis and cited by all present. Afterwards, a moment of silence was observed.

Item 3 Approve minutes of the December 12th General Meeting:

A motion was made by Mark DeSantis and seconded by Mark Ivey to approve the December 12th general meeting minutes. Motion unanimously passed.

Item 4 Committee Reports:

Audit & Finance:

The committee met and reviewed all invoices and bank statements for December and found all items to be in order.

Audio/Visual Committee

Mark DeSantis reviewed the status of the audio recording & publishing of board meetings. Motion by Mark Desantis and seconded by Perry Manuel to suspend recording meetings due to lack of adequate equipment. Motion passed unanimously.

Line Capacity Committee

None

Item 5 Public Comments

None.

Item 6 Manager's Report: The manager's report was presented Sheila Cunningham, Barbara Cowie and Cliff Howard. The following items were reported and/or discussed:

1) A Review of Trial Balance, Comparative Budget Report and Account Balance Summary List: The Board reviewed the Trial Balance Report, Comparative Budget

Report and the Account Balance Summary through December and found everything to be in order.

2) Review System Operational Reports:

* District Water Losses. The District experienced a four-month average water loss of -2.85% and 5.35% for December.

* The District has 6415 active accounts through December. In December, 1 account was liquidated and 0 were shut-off for non-payment.

* Total water sales for December were \$422,209.

* The average water bill for 2023 is \$71.14 and the monthly average for December was \$68.18.

* Water pumped was 25.8M gallons and water sold was 16.3M gallons with a loss difference of 9.6M gallons for District flushing, County usage and fire department usage. There were 6 leaks repaired. There were 0 reportable accident for the month and 0 injuries.

3) Review activities:

4) Finances: Net income for December is \$155,041.

Item 7 Update on Capital projects

In progress

Item 8 Discussion and Possible action on Replacement Pumps

Review of quote from Texas Mechanical Group to install one pump at High Island North and one reserve pump. Motion by Mark Ivey and seconded by Mark DeSantis to accept quote from TMG for \$75,259.58 to install pump at High Island North and have a reserve pump. Motion passed unanimously.

Item 9 Discussion and possible action on TRWA Membership Renewal

Motion by Perry Manuel and seconded by Mark Ivey to approve renewal of TRWA membership as presented. Motion passed unanimously.

Item 10 Discussion and possible action on GM participation in Leadership Galveston

Motion by Mark DeSantis and seconded by Mark Ivey to approve and support GM participation in Leadership Galveston. Motion passed unanimously.

Item 11 Discussion and possible action on GM participation as TRWA Alt Board Member for District 10

Motion by Maria Skewis and seconded by Dean Crooks to approve and support GM participation as TRWA Alt Board Member for District 10. Motion passed unanimously.

Item 12 Discussion and possible action on Quarterly Investment Report

Brad Metz provided a review of the Quarterly Investment Report. No action required.

Item 13 Discussion and possible action on agricultural water request

Discussion on customer request regarding agricultural water use. Tabled for legal review.

Item 14 Discussion and possible action on Website update

Cliff reviewed status of project by developer. No action required at this time.

Item 15 Discussion and possible action on Loan application

Discussion on loan application details and loan structure provided by Government Capital Securities. Motion by Mark DeSantis and seconded by Mark Ivey to authorize Sheila Cunningham to progress loan application not to exceed 21.3M. Board anticipates loan amount to be pursued in sections. Motion passed unanimously.

Item 16 Discussion and possible action on security camera installation

Review of proposal by Jeff Simmons to provide security camera systems for three locations for \$15, 846. Motion by Mark Ivey and seconded by Dean Crooks to approve security camera installation as presented. Motion passed unanimously

Item 17 Executive Session: Meet in closed session as follows:

Pursuant to 551.072 Deliberation Regarding Real Property
None, no new information

Item 18 Reconvene in open session

Item 19 Consideration and possible action regarding Executive Session

Tabled

Item 20 Director's comments regarding future committee meetings

- Audit and Finance Committee - none
- Personnel and Policy Committee - none
- Public Relations Committee -none
- Line Capacity Committee - none

Item 21 Director's comments regarding future agenda items

- 1) Acceptance of The Shores
- 2) Loan application status
- 3) BPSUD website update
- 4) Capitol projects; waterline upgrades, bolivar pumps, bolivar tank rehab
- 5) Security camera project
- 6) Vacant Board position
- 7) Policy on agricultural usage

Item 22 Set date for next regular Board meeting for February 13th, 2024.

Item 23 Adjournment:

A motion was made by Maria Skewis and seconded Perry Manuel to adjourn at 7:29 PM. Motion passed unanimously.

CERTIFICATION

I, the undersigned, do here by certify the above to be a true and accurate record of the Bolivar Peninsula Special Utility District Board of Directors' meeting conducted on January 9, 2024.

Maria Skewis, Secretary