

MINUTES OF  
SPECIAL MEETING  
NOVEMBER 15, 2018

STATE OF TEXAS           §

COUNTY OF NUECES       §

On the 15th day of November, 2018, the Board of Directors for the Nueces County Water Control & Improvement District No. 4 convened at 10:00 a.m. in a Special Meeting at the District Office, 1812 State Hwy 361, Ste F, Port Aransas, Texas, there being present and in attendance the following to wit:

	President	Russ Miget
	Vice President	Josh Garcia
	Secretary	Walter Sohl
	Director	Ed Reed
Staff:	Manager	Mark Young
	Finance Director	Denise Fox
Members		
Absent:	Secretary Pro Tem	Suzette Freeman

The meeting was called to order at the scheduled hour by the presiding officer, Mr. Miget, pursuant to notice posted.

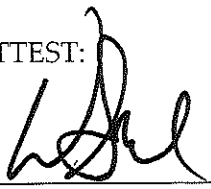
**Lift** After discussion, Mr. Sohl made a motion to award the bid for the lift  
**Station** station control repairs to J.S. Haren for \$356,000.00. Mr. Garcia seconded the motion and it  
**Control** carried unanimously. A copy of the bid tabulation is attached to these minutes  
**Repairs**

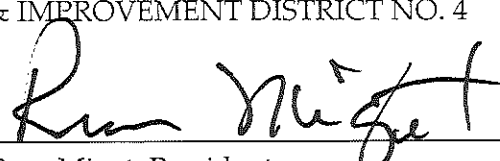
**Manager's** Mr. Young reported on maintenance and operations of the District. (A  
**Report.** copy of this report is on file in the District's office.)

As there was no further business to come before the Board, a motion was duly made and seconded to adjourn.

NUECES COUNTY WATER CONTROL  
& IMPROVEMENT DISTRICT NO. 4

ATTEST:

  
\_\_\_\_\_  
Walter Sohl, Secretary

  
\_\_\_\_\_  
Russ Miget, President



November 6, 2018

Job No. 09872.B8.06

SENT VIA EMAIL

Mark Young  
Nueces County W.C.I.D. No. 4  
1812 State Highway 361, Suite F  
Port Aransas, TX 78373

Subject: FEMA Project No. 32670 – Repairs and Elevating Lift Station Control Panels

Dear Mark:

As you are aware, bids were opened for the above subject project on November 1, 2018. We have reviewed the two (2) bids for the project and J. S. Haren Company is the apparent low bidder.

We have reviewed the bid package for J. S. Haren Company and have found it satisfactory.

It is the recommendation of Urban Engineering that the subject project be awarded to J. S. Haren Company for the base bid amount of \$356,000.

Sincerely,

URBAN ENGINEERING

A handwritten signature in blue ink that reads 'Brian D. Wik'.

Brian Wik, P.E.

BDW/  
Enclosures

xc: J. S. Haren Company

(361)854-3101

2725 SWANTNER DR. CORPUS CHRISTI, TEXAS 78404  
www.urbaneng.com  
TBPE Firm #145  
TBPLS Firm #10032400

FAX (361) 854-6001

TABULATION OF BIDS							
TABULATED BY: Urban Engineering (TBPE Firm No. 145) Brian Wik, P. E. DATE: November 1, 2018      TIME OF COMPLETION: 120 CALENDAR DAYS      Engineers Est. \$250,000							
FEMA Project No. 32670 - Repairs and Elevating Lift Station Control Panels				J. S. Haren Company 1175 Highway 11N Athens, TN 37303 (423) 745-5000		CSA Construction, Inc. 2314 McAllister Road Houston, Texas 77092 (713) 686-8868	
DESCRIPTION	QTY.	UNIT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	
<b>Part A - AVE. G LIFT STATION</b>							
1 Bonds and Insurance (1.5%)	1	LS	\$ 15,000.00	\$ 15,000.00	\$ 7,000.00	\$ 7,000.00	
2 Move In/ Move Out (2%)	1	LS	\$ 12,000.00	\$ 12,000.00	\$ 9,000.00	\$ 9,000.00	
3 Control of Flow Pumping	1	LS	\$ 10,000.00	\$ 10,000.00	\$ 56,000.00	\$ 56,000.00	
4 Aluminum Platform	1	LS	\$ 21,000.00	\$ 21,000.00	\$ 20,000.00	\$ 20,000.00	
5 Electrical Improvements	1	LS	\$ 118,000.00	\$ 118,000.00	\$ 68,000.00	\$ 68,000.00	
6 Concrete Piles	1	LS	\$ 8,000.00	\$ 8,000.00	\$ 20,000.00	\$ 20,000.00	
7 Demo Existing Electrical	1	LS	\$ 5,000.00	\$ 5,000.00	\$ 6,000.00	\$ 6,000.00	
<b>SUBTOTAL PART A GENERAL LIFT STATION =</b>				<b>\$ 189,000.00</b>			<b>\$ 186,000.00</b>
<b>Part B - NEWPORT LIFT STATION</b>							
1 Bonds and Insurance (1.5%)	1	LS	\$ 15,000.00	\$ 15,000.00	\$ 7,000.00	\$ 7,000.00	
2 Move In/ Move Out (2%)	1	LS	\$ 12,000.00	\$ 12,000.00	\$ 8,000.00	\$ 8,000.00	
3 Control of Flow Pumping	1	LS	\$ 10,000.00	\$ 10,000.00	\$ 52,000.00	\$ 52,000.00	
4 Aluminum Platform	1	LS	\$ 20,000.00	\$ 20,000.00	\$ 18,000.00	\$ 18,000.00	
5 Electrical Improvements	1	LS	\$ 97,000.00	\$ 97,000.00	\$ 64,000.00	\$ 64,000.00	
6 Concrete Piles	1	LS	\$ 8,000.00	\$ 8,000.00	\$ 20,000.00	\$ 20,000.00	
7 Demo Existing Electrical	1	LS	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	
<b>SUBTOTAL PART B NEWPORT LIFT STATION =</b>				<b>\$ 167,000.00</b>			<b>\$ 174,000.00</b>
<b>TOTAL BASE BID PART A + B =</b>				<b>\$ 356,000.00</b>			<b>\$ 360,000.00</b>
<b>BID BOND</b>				<b>YES</b>			<b>YES</b>
<b>ADDENDUM No. 1</b>				<b>YES</b>			<b>YES</b>
<b>Note: Area in bold block indicates a mathematical error in the extension of a unit price.</b>							

MINUTES OF  
REGULAR MEETING

October 9, 2018

STATE OF TEXAS           §

COUNTY OF NUECES       §

On the 9th day of October, 2018, the Board of Directors for the Nueces County Water Control & Improvement District No. 4 convened at 5:00 p.m. in a Regular Meeting at the District Office, 1812 State Hwy 361 Ste F, Port Aransas, Texas, there being present and in attendance the following to wit:

	President	Russ Miget
	Vice President	Josh Garcia
	Walter Sohl	Secretary
	Secretary Pro-Tem	Suzette Freeman
	Director	Ed Reed
Staff:	Manager	Mark Young
	Finance Director	Denise Fox

The meeting was called to order at the scheduled hour by the presiding officer, Mr. Miget, pursuant to notice posted.

**Minutes**

A motion was made by Ms. Freeman and seconded by Mr. Reed to approve the minutes for the May 30<sup>th</sup>, 2018, June 28<sup>th</sup>, 2018 and the August 13<sup>th</sup>, 2018 meetings. The motion carried unanimously. (The minutes were mailed to each director prior to the meeting.) A copy of the minutes is attached.

**Amend**

The proposed Resolution and Order Amending the Rate Schedule and the Rate Schedule and the 2018-2019 Operating Budget was presented for review. After discussion, Mr. Sohl made a motion to approve the Resolution and Order to amend the rate schedule and the 2018-2019 Operating Budget. Ms. Freeman seconded the motion and it carried unanimously. (A copy of the Resolution and Order is attached and becomes a permanent part of these minutes.)

**Financial Reports**

Ms. Fox presented the Financial Statements for August 2018. After review and discussion Mr. Garcia made a motion to accept the financial reports. Ms. Freeman seconded the motion and it carried unanimously. (A copy of the financial reports are on file in the District's office.)

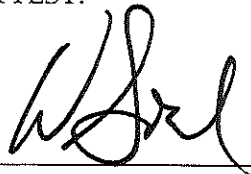
**Manager's  
Report**

Mr. Young reported on maintenance and operations of the District. (A copy of this report is on file in the District's office)

As there was no further business to come before the Board, a motion was duly made and seconded to adjourn.

NUECES COUNTY WATER CONTROL  
& IMPROVEMENT DISTRICT NO. 4

ATTEST:



Walter Sohl, Secretary

  
Russ Miget, President

NUECES COUNTY WATER CONTROL & IMPROVEMENT DISTRICT NO. 4

RESOLUTION AND ORDER

AMENDING THE RATE SCHEDULE

On the 9th day of October, 2018 the Board of Directors of the Nueces County Water Control & Improvement District No. 4, convened in a Regular Meeting being open to the public at the regular meeting place thereof in said District, with the following members of the Board present:

<u>Russ Miget</u>	<u>President</u>
<u>Josh Garcia</u>	<u>Vice- President</u>
<u>Walter Sohl</u>	<u>Secretary</u>
<u>Suzette Freeman</u>	<u>Secretary-Pro-Tem</u>
<u>Ed Reed</u>	<u>Director</u>

The President of the Board presented an order amending the Nueces County Water Control and Improvement District No. 4 Rate Schedule. Minutes of the October 9, 2018 meeting will reflect the amended rates. Therefore, the Board of Directors organized a resolution to legally establish the amended rates.

The resolution and order was read in full and, after a full discussion thereof, Mr. Sohl made a motion that it be adopted. The motion was seconded by Ms. Freeman.. The motion, carrying with it the adoption of the resolution and order, prevailed by the following vote:

Ayes: 5  
Nayes: -0-

The President then declared the resolution and order finally passed and adopted. The resolution and order is as follows;

BE IT ORDERED, by the Board of Directors of the Nueces County Water Control & Improvement District No. 4, that the Rate Schedule is amended as listed on the attached schedule and is effective after publication.

Passed and approved by the Board of Directors of the Nueces County Water Control & Improvement District No. 4 on the 9th day of October, 2018.

ATTEST:

  
Walter Sohl, Secretary

  
Russ Miget, President

# 2018-2019 Rates

AMENDED RATES EFFECTIVE 10/01/2018

Water and Wastewater Rates			
Water Rates		Wastewater Rates	
Meter Size	Minimum Charge *	Minimum Charge *	Connect/Service Workorder Fee
	(For first 2,000 gallons)		
3/4"	20.00	20.00	45.00
1"	32.50	32.50	45.00
1 1/2"	62.50	62.50	45.00
2"	102.50	102.50	45.00
3"	190.00	190.00	45.00
4"	318.00	318.00	45.00
Consumption /1000 gallons over the min	\$5.00	\$3.60	Out of district sewer \$5.75
* Each Individual Metered Apartment, SF Units, RV's, Etc are Subjected to SF Min. Sewer Rate			
Approved Sewer Truck Dump and Refill Max 2000 Gallons		100.00	

Construction Water Rates		
Minimum for a 3" Fire Hydrant Meter	Consumption /1000 over the 2000 gallon	Connect/Relocation Fee
\$280.00	\$7.50	\$45.00
		100.00 Plus actual damages

Water Restriction Violations	
Offense	Penalty
1st	Written Notice
2nd	Disconnect Service w/ \$150.00 Reconnect
3rd	Disconnect Service w/ \$300.00 Reconnect
4th	Disconnect Service w/ \$500.00 Reconnect
5th	Disconnect Service w/ no Reconnect *
* May File Appeal to the Water Allocation and Review Committee	
**In Accordance with the Resolution Concerning Enforcement Provisions in the Drought Contingency Plan for the NCWCID4	

Drought Related Rates and Penalties **		
Stages of Drought and Surcharges		
Stage	Combined Lake Levels	Water Rate for Each Drought Stage Condition
1	Below 50% Capacity	No Surcharge
2	Below 40% Capacity	No Surcharge
3	Below 30% Capacity	Optional, Rate may be 1.5 Times Published Rate / 1000 Gallons
4	Below 20% Capacity	Water Rate will be 2 Times Published Rate for all Classes / 1000 Gallons
5	Below 10% Capacity	Water Rate will be 3 Times Published Rate for all Classes / 1000 Gallons

Water and Wastewater Tap Fees	
Size	Water Tap
3/4"	*2 1,400.00
1"	*1*2*3 1,500.00
1 1/2"	*1*2*3 3,000.00
2"	*1*2*3 3,500.00
3"	*1*2*3 5,000.00
4"	*1*2*3 7,500.00
Wastewater Tap	
	1,900.00
*1. Min charge. Final cost based on actual cost of installation and will be billed to	
*2. If street crossing is required:	
Bore	\$500.00
Small street cut	\$600.00
Medium street cut	\$1,000.00
Large street cut	\$2,000.00
Drop in meter	\$425.00
3/4"	
1"	Drop in meter \$500.00
1"	From 3/4 if service allows \$700.00
*3 Special taps (deep sewer lines, large water lines, large street patches, taps with a by-pass, or taps with special street crossing requirements) are usually contracted and will be billed at actual cost.	

Additional District Rates	
Fire Line (Monthly)	42.50
Return Check Fee	35.00
After Hours or Weekend call /hr.	50.00
Delinquent Fee (includes re-connect)	45.00
Delinquent Fee & After Hours Re-Connect	70.00
Unauthorized Connect or Re-Connect	100.00
Water Inspection Fee	60.00
Sewer Inspection Fee	40.00
Developer/Const. Inspection Fee (hourly)	45.00
Crew Charge (hourly) one man	50.00
Crew Charge (hourly) two man	90.00
Crew Charge (hourly) three man	120.00
Adjust Meter Size (minimum)	100.00
Raise/Lower Meter (minimum)	100.00
Test Meter (minimum)	50.00
Plan Review/Admin Fee (per hour)	75.00

Equipment Charges	
Backhoe with operator (per hour)	90.00
Compressor (per hour)	30.00
Dewatering Equipment (per day)	300.00
Dump/Water Truck w/operator (per hour)	60.00
Sewer Router w/crew (per hour)	150.00

MINUTES OF  
SPECIAL MEETING

AUGUST 13, 2018

STATE OF TEXAS           §

COUNTY OF NUECES       §

On the 13th day of August, 2018, the Board of Directors for the Nueces County Water Control & Improvement District No. 4 convened at 3:00 p.m. in a Special Meeting at the District Office, 1812 State Hwy 361, Ste F, Port Aransas, Texas, there being present and in attendance the following to wit:

	President	Russ Miget
	Vice President	Josh Garcia
	Secretary Pro Tem	Suzette Freeman
	Attorney	Charles Zahn
Staff:	Manager	Mark Young
	Finance Director	Denise Fox
Members		
Absent:	Secretary	Walter Sohl
	Director	Ed Reed

The meeting was called to order at the scheduled hour by the presiding officer, Mr. Miget, pursuant to notice posted.

**Option Agreement For Sale And Purchase With The City of Port Aransas**           After discussion, Ms. Freeman made a motion to approve the extension on the Option Agreement for Sale and Purchase with the City of Port Aransas on the following real property until January 1<sup>st</sup>, 2019:  
Being Lots 1-10 Fifteen, Block 63, Lots 1-10, Block 64, ARANSAS HOLDING COMPANY Section C, a subdivision in Port Aransas, Nueces County, Texas, as shown by map or plat thereof recorded in the Map Records of Nueces County, Texas, and the portion of Avenue D closed by Ordinance 77-13 by the City of Port Aransas and filed for record in Volume 1839, Page 810 in the Deed Records of Nueces County, Texas, containing 1.83 acres of land, more or less.

Mr. Garcia seconded the motion and it carried unanimously. The extension of Option Agreement for Sale and Purchase is on file at the district office.

**Amend The Lease Agreement With the City of Port Aransas**           After discussion, Ms. Freeman made a motion to approve the Lease Agreement with the City of Port Aransas on the following real property until January 1<sup>st</sup>, 2019:  
Being Lots 1-5, Block 63, ARANSAS HOLDING COMPANY Section C, subdivision in Port Aransas, Nueces County, Texas, as shown by map or plat thereof recorded in the Map Records of Nueces County, Texas, and the portion of Avenue D closed by Ordinance 77-13 by the City of Port Aransas and filed for record in Volume 1839, Page 810 in the Deed Records of Nueces County, Texas, containing 1.83 acres of land, more or less.



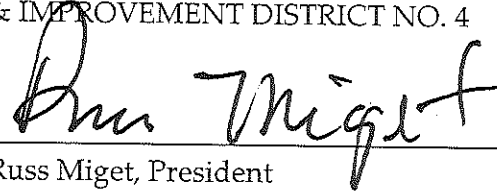
Mr. Garcia seconded the motion and it carried unanimously. The Amendment of lease is on file at the district office.

Waive  
Capital  
Fees for  
The City  
Of Port  
Aransas

After discussion, Mr. Garcia made a motion to deny the request by the City of Port Aransas to waive the Capital Impact Fees on the affordable housing project. Mrs. Freeman seconded the motion and it carried unanimously. A copy of Mr. Zahn's report is on file at the district office.

As there was no further business to come before the Board, a motion was duly made and seconded to adjourn.

NUECES COUNTY WATER CONTROL  
& IMPROVEMENT DISTRICT NO. 4



Russ Miget, President

ATTEST:

  
Suzette Freeman, Secretary Pro Tem

MINUTES OF  
SPECIAL MEETING

JUNE 28, 2018

STATE OF TEXAS           §

COUNTY OF NUECES       §

On the 28th day of June, 2018, the Board of Directors for the Nueces County Water Control & Improvement District No. 4 convened at 3:00 p.m. in a Special Meeting at the District Office, 1812 State Hwy 361, Ste F, Port Aransas, Texas, there being present and in attendance the following to wit:

	President	Russ Miget
	Vice President	Josh Garcia
	Secretary Pro Tem	Suzette Freeman
Staff:	Manager	Mark Young
	Finance Director	Denise Fox
Members		
Absent:	Secretary	Walter Sohl
	Director	Ed Reed

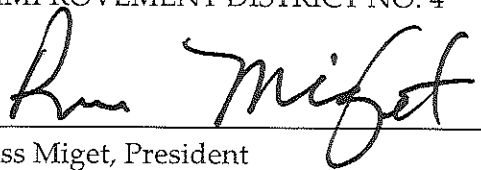
The meeting was called to order at the scheduled hour by the presiding officer, Mr. Miget, pursuant to notice posted.

**Tank**                               After discussion, Ms. Freeman made a motion to award the bid for the tank  
**Maint** maintenance for the Ferry Pump Station to CFG Industries for the total base bid of \$442,500  
**Bids** and the added warranty of \$10,000.00. Mr. Garcia seconded the motion and it carried  
unanimously. A copy of the bid tabulation is attached to these minutes


**Manager's**                       Mr. Young reported on maintenance and operations of the District. (A  
**Report.** copy of this report is on file in the District's office.)

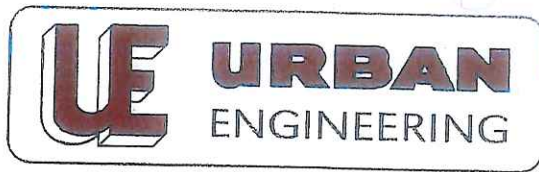
As there was no further business to come before the Board, a motion was duly made and seconded to adjourn.

NUECES COUNTY WATER CONTROL  
& IMPROVEMENT DISTRICT NO. 4

  
Russ Miget, President

ATTEST:

  
Suzette Freeman, Secretary Pro Tem



Job No. 9872.B8.02

June 18, 2018

N.C.W.C. & I.D. #4  
Attn: Mark Young  
1812 State Hwy 361, Ste. F  
Port Aransas, TX 78373

Subject: Ferry Landing Tank Maintenance, Port Aransas, Texas

Dear Mr. Young:

Transmitted herewith is a bid tabulation of bids received for the subject project. We have reviewed these bids and recommend award of project to CFG Industries, LLC for the total Base Bid in the amount of \$442,500 and Additive Alternate No. 1 in the amount of \$10,000. If you have any questions, please call.

Sincerely,

URBAN ENGINEERING



Stephen P. Grunewald, P.E.

SPG/ph  
Enclosures

(361)854-3101

2725 SWANTNER DR. • CORPUS CHRISTI, TEXAS 78404  
[www.urbaneng.com](http://www.urbaneng.com)  
TBPE Firm #145  
TBPLS Firm #10032400

FAX (361)854-6001

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MINUTES OF  
SPECIAL MEETING

MAY 30, 2018

STATE OF TEXAS           §

COUNTY OF NUECES       §

On the 30th day of May, 2018, the Board of Directors for the Nueces County Water Control & Improvement District No. 4 convened at 5:00 p.m. in a Regular Meeting at the District Office, 1812 State Hwy 361, Ste F, Port Aransas, Texas, there being present and in attendance the following to wit:

	President	Russ Miget
	Vice President	Josh Garcia
	Secretary Pro Tem	Suzette Freeman
	Secretary	Walter Sohl
	Director	Ed Reed
Staff:	Manager	Mark Young
	Finance Director	Denise Fox
	Attorney	Charlie Zahn
	Engineer	Jim Urban

The meeting was called to order at the scheduled hour by the presiding officer, Mr. Miget, pursuant to notice posted.

**Minutes**

A motion was made by Ms. Freeman and seconded by Mr. Reed to approve the minutes for the March 1<sup>st</sup>, 2018. The motion carried unanimously. (The minutes were mailed to each director prior to the meeting.)

**Oath of Office**

Ms. Fox, a notary for the District, administered the oath of office to Mr. Sohl and Mr. Garcia and the official documents were executed for the district's records.

**Board Reorganization**

Mr. Miget called for nominations to reorganize the Board of Directors. A motion was made by Mr. Reed to close the nominations and cast a ballot to return the following slate of officers. Ms. Freeman seconded the nomination and it passed by acclamation.

Russ Miget – President  
Josh Garcia – Vice-President  
Walter Sohl – Secretary  
Suzette Freeman – Secretary Pro-Tem  
Ed Reed – Director

**Mustang  
Pump  
Station**

Mr. Sohl made a motion to authorize management to bid Mustang Station including the generator portion of the WWTP project. Ms. Freeman seconded the motion and it carried unanimously.

**Sub Lease  
Ratification**

Mr. Reed made a motion to ratify the sub lease with the City of Port Aransas. Ms. Freeman seconded the motion and it carried unanimously.

**Hurricane  
Harvey**

Mark Young updated the board on the recovery efforts made from Hurricane Harvey.

**Financial  
Reports**

Denise Fox presented the Financial Reports for April of 2018. After review, Mr. Garcia made a motion to accept the reports as presented. Mr. Sohl seconded the motion and it carried unanimously. (A copy of the financial reports are on file in the district office.

**Engineer's  
Report**

Mr. Urban reported on current projects. (A copy of this report is on file in the district's office.)

**Manager's  
Report.**

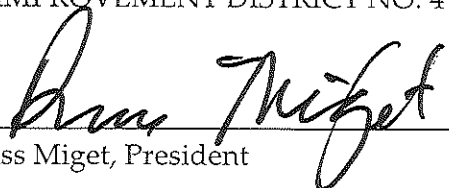
Mr. Young reported on maintenance and operations of the District. (A copy of this report is on file in the District's office.)

As there was no further business to come before the Board, a motion was duly made and seconded to adjourn.

NUECES COUNTY WATER CONTROL  
& IMPROVEMENT DISTRICT NO. 4

ATTEST:

  
\_\_\_\_\_  
Walter Sohl, Secretary Pro Tem

  
\_\_\_\_\_  
Russ Miget, President


Nueces County Water Control and Improvement District No. 4

In the name and by the authority of

# The State of Texas

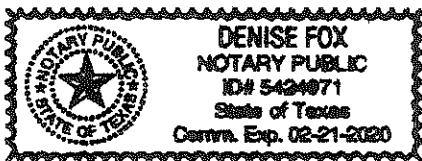
## OATH OF OFFICE

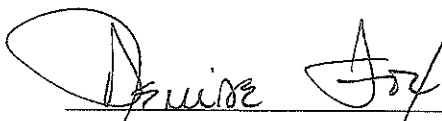
I, Josh Garcia, do solemnly swear (or affirm), that I will faithfully execute the duties of the office of Director for the Nueces County Water Control and Improvement District No. 4 of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State, so help me God.

  
\_\_\_\_\_  
Josh Garcia

SWORN TO and Subscribed before me by Josh Garcia on this 30 day of

May.



  
\_\_\_\_\_  
Denise Fox, Notary Public  
in and for the STATE OF TEXAS


Nueces County Water Control and Improvement District No. 4

In the name and by the authority of

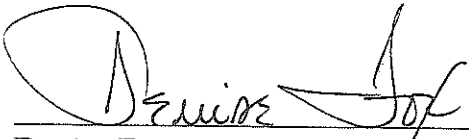
The State of Texas

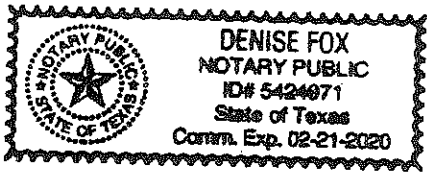
OATH OF OFFICE

I, Walter Sohl, do solemnly swear (or affirm), that I will faithfully execute the duties of the office of Director for the Nueces County Water Control and Improvement District No. 4 of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State, so help me God.

  
Walter Sohl

SWORN TO and Subscribed before me by Walter Sohl on this 30 day of May.

  
Denise Fox, Notary Public  
in and for the STATE OF TEXAS





**MINUTES OF  
REGULAR MEETING**

**MARCH 1, 2018**

**THE STATE OF TEXAS   §  
                                     §  
COUNTY OF NUECES   §**

On the 1st day of March, 2018, the Board of Directors of the Nueces County Water Control & Improvement District No. 4 convened at 5:00 P.M. in a Regular Meeting at the District Office, 1812 State Highway 361, Suite F, Port Aransas, Texas, there being present and in attendance the following, to wit:

President	Russ Miget
Secretary	Walter Sohl
Director	Ed Reed
Director	Suzette Freeman

Staff:	Manager	Mark Young
	Attorney	Charles W. Zahn, Jr.
	Finance Director	Denise Fox
	Engineer	Jim Urban
	Auditor	Allan L. Johnson
	Architect	Emily D. Rozypal, AIA

Members

Absent:	Josh Garcia	Vice-President
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**CALL TO ORDER**

The meeting was called to order at the scheduled hour by the presiding officer, Mr. Miget, pursuant to posted notice.

**APPROVAL OF MINUTES OF THE REGULAR MEETING HELD ON OCTOBER 12, 2017**

1. A motion was made by Ed Reed and seconded by Suzette Freeman to approve the minutes of the Regular Meeting of the Board of Directors held on October 12, 2017. The motion carried.

**APPROVAL OF MINUTES OF A SPECIAL MEETING HELD ON FEBRUARY 5, 2018**

2. A motion was made by Walter Sohl and seconded by Ed Reed to approve the minutes of a Special Meeting of the Board of Directors held on February 5, 2018. The motion carried.

**APPROVAL OF 2014-2015 ANNUAL FINANCIAL REPORT**

3. Allan L. Johnson, auditor for the District presented the Audit for the year ending September 30, 2017. After discussion Ed Reed moved to approve the Annual Financial Report for the Year ended September 30, 2017 presented by Allan L. Johnson. Walter Sohl seconded the motion and the motion carried. (A copy of the Annual Financial report is on file in the District Office.)

**DISCUSSION ON NEW OFFICE AND MAINTENANCE FACILITY**

4. Emily D. Rozypal, AIA of EDR Architects, PLLC discussed the proposed plans for a new office and maintenance facility to be constructed by the District on land owned by the District off of State Highway 361. The Board discussed the proposed plan, the cost to construct a building that could sustain a Category 4 wind storm event, and how the cost of the structure would be paid for. The Board agreed to tour a similar facility that has been constructed by the City of Rockport and advised staff to continue to develop plans for the new facility for further discussion by the Board and eventually the bidding and construction of the facility.

**DISCUSSION AND ACTION TO ORDER THE CANCELLATION OF THE 2018 DIRECTOR'S ELECTION**

5. The Board's Attorney, Charles W. Zahn, Jr., advised the Board of Directors that in accordance with Section 2.053(a) of the Texas Election Code the election scheduled to be held on May 5, 2018 may cancelled because Josh Garcia and Walter Sohl are unopposed. Ed Reed moved that the election scheduled to be held on May 5, 2018 be cancelled and that Josh Garcia and Walter Sohl be certified as unopposed and elected as Directors of the Nueces County Water Control and Improvement District No. 4. Suzette Freeman seconded the motion and the motion carried. A copy of the Order of Cancellation is attached hereto.

**APPROVE GOING OUT FOR BIDS FOR A NEW WATER TRUCK**

6. Upon motion by Suzette Freeman and second by Ed Reed, the Board of Directors approved staff going out for bids for a new water truck for the District.

**AUTHORIZE STAFF TO DETERMINE COST OF IMPROVEMENTS TO MUSTANG PUMP STATION**

7. Upon motion by Suzette Freeman and second by Ed Reed, the Board of Directors authorized staff to proceed with an analysis to determine the cost to improve the Mustang Pump Station and bring the cost and recommendation back to the Board of Directors for further consideration.

**AUTHORIZE STAFF TO DETERMINE COST OF IMPROVEMENTS TO THE WASTE WATER TREATMENT PLANT**

8. Upon motion by Suzette Freeman and second by Ed Reed, the Board of Directors tabled the request to determine the cost to improve the waste water treatment plant.

**CONSIDER AND APPROVE THE DISTRICT MANAGER'S ACTIONS ON BEHALF OF THE DISTRICT TO RECOVER FROM THE EFFECTS OF HURRICANE HARVEY**

9. The District Manager discussed the actions taken on behalf of the District to recover from the effects of Hurricane Harvey. Ed Reed moved that the Board of Directors approve the actions taken by the District Manager on behalf of the District to recover from the effects of Hurricane Harvey. Suzette Freeman seconded the motion and the motion carried. A copy of the actions is attached hereto.

Walter Sohl moved that the consideration of an assistance check for the District Manager be taken off of the table from the previous meeting and that the District Manager be paid an assistance amount of \$7,500.00. Ed Reed seconded the motion and the motion carried.

**APPROVE DECLARATION OF CERTAIN PROPERTY OF THE DISTRICT BE DEEMED AS SURPLUS PROPERTY**

10. Charles W. Zahn, Jr., attorney for the District, advised the Board of Directors that the Board must declare property that is proposed for sale as surplus property before the same can be sold. Mr. Zahn advised the Board of Directors that the District is considering entering into an Option Agreement with the City of Port Aransas for the purchase and sale of certain property of the District described as follows:

Being Lots 1-10 Fifteen, Block 63, Lots 1-10, Block 64, ARANSAS HOLDING COMPANY Section C, a subdivision in Port Aransas, Nueces County, Texas, as shown by map or plat thereof recorded in the Map Records of Nueces County, Texas, and the portion of Avenue D closed by Ordinance 77-13 by the City of Port Aransas and filed for record in Volume 1839, Page 810 in the Deed Records of Nueces County, Texas, containing 1.83 acres of land, more or less.

Upon motion by Ed Reed and second by Suzette Freeman, the hereinabove referenced real property owned by the District was unanimously deemed to be surplus property.

**APPROVE ENTRY INTO AMENDMENT OF LEASE AND OPTION AGREEMENT PURCHASE AND SALE WITH THE CITY OF PORT ARANSAS**

11. Charles Zahn, attorney for the District, presented an Amendment of Lease with the City of Port Aransas adding additional property of the district to the original lease dated June 11, 1969 the additional property located in Port Aransas, Nueces County, Texas being described as follows:

All of Lots Four (4) and Five (5), Block Sixty-Three (63), SUBDIVISION "C", Mustang Island, Nueces County, Texas, together with all improvements thereon situated, if any, according to map or plat thereof recorded in the office of the County Clerk of Nueces County, Texas.

Ed Reed made a motion to approve the Amendment of Lease with the City of Port Aransas as presented and to authorize the District Manager to execute the same on behalf of the District. Suzette Freeman seconded the motion and the motion carried. (A copy of the Amendment of Lease is on file in the District Office)

Charles Zahn, attorney for the District, then presented an Option Agreement Purchase and Sale with the City of Port Aransas providing an option to the City of Port Aransas for a period of six (6) months, to purchase, upon the terms and conditions contained therein, the following property located in Port Aransas, Nueces County, Texas:

Being Lots 1-10 Fifteen, Block 63, Lots 1-10, Block 64, ARANSAS HOLDING COMPANY Section C, a subdivision in Port Aransas, Nueces County, Texas, as shown by map or plat thereof recorded in the Map Records of Nueces County, Texas, and the portion of Avenue D closed by Ordinance 77-13 by the City of Port Aransas and filed for record in Volume 1839, Page 810 in the Deed Records of Nueces County, Texas, containing 1.83 acres of land, more or less.

Suzette Freeman made a motion to approve the Option Agreement with the City of Port Aransas as presented and to authorize the District Manager to execute the same on behalf of the District. Ed Reed seconded the motion and the motion carried. (A copy of the Option Agreement is on file in the District Office)

#### **FINANCIAL REPORT**

12. Denise Fox, Finance Director for the District presented the financial report for the period ending December 31, 2017. Suzette Freeman moved that the financial report for the period ending December 31, 2017 be approved as presented. Ed Reed seconded the motion and the motion carried.

#### **ENGINEER'S REPORT**

13. There was no Engineer's Report presented at the meeting.

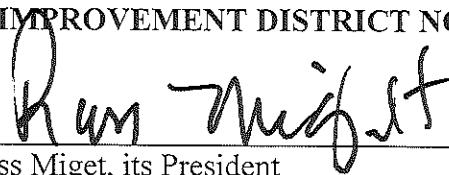
#### **MANAGER'S REPORT**

14. Mr. Young reported on maintenance and operations of the District. (A copy of this report is on file in the District Office.)

As there was no further business to come before the Board of Directors, a motion was made, seconded and approved to adjourn.

**NUECES COUNTY WATER CONTROL  
AND IMPROVEMENT DISTRICT NO. 4**

By

  
Russ Miget, its President

**ATTEST:**

  
Walter Sohl, its Secretary

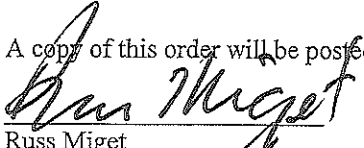
## ORDER OF CANCELLATION

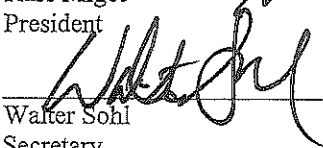
The Nueces County Water Control and Improvement District No. 4 hereby cancels the election scheduled to be held on May 5, 2018 in accordance with Section 2.053(a) of the Texas Election Code. The following candidates have been certified as unopposed and are hereby elected as follows:

Director:

Josh Garcia  
Walter Sohl

A copy of this order will be posted on Election Day at each polling place that would have been used in the election.

  
Russ Miget  
President

  
Walter Sohl  
Secretary

3/1/18  
Date of adoption

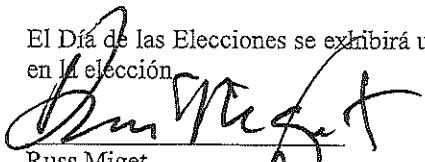
## ORDEN DE CANCELACIÓN


El Nueces County Water Control and Improvement District No. 4 por la presente cancela la elección que, de lo contrario, se hubiera celebrado el 5 de Mayo, 2018 de conformidad, con la Sección 2.053(a) del Código de Elecciones de Texas. Los siguientes candidatos han sido certificados como candidatos únicos y por la presente quedan elegidos como se haya indicado a continuación:

Director:

Josh Garcia  
Walter Sohl

El Día de las Elecciones se exhibirá una copia de esta orden en todas las mesas electorales que se hubieran utilizado en la elección.

  
Russ Miget  
Presidente

  
Walter Sohl  
Secretario

3/1/18  
Fecha de adopción

MINUTES OF  
SPECIAL MEETING  
FEBRUARY 5, 2018

STATE OF TEXAS           §

COUNTY OF NUECES       §

On the 5th day of February, 2018, the Board of Directors for the Nueces County Water Control & Improvement District No. 4 convened at 9:00 a.m. in a Special Meeting at the District Office, 1812 State Hwy 361, Ste F, Port Aransas, Texas, there being present and in attendance the following to wit:

	President	Russ Miget
	Vice President	Josh Garcia
	Secretary	Walter Sohl
Staff:	Manager	Mark Young
	Finance Director	Denise Fox
Members		
Absent:	Secretary-pro-tem	Suzette Freeman
	Director	Ed Reed

The meeting was called to order at the scheduled hour by the presiding officer, Mr. Miget, pursuant to notice posted.

**Directors' Election** After discussing the upcoming election, Mr. Garcia made a motion to call the Directors' Election to be held on May 5, 2018 and that said election be held in accordance with the Texas Election codes. Mr. Sohl seconded the motion and it carried unanimously.

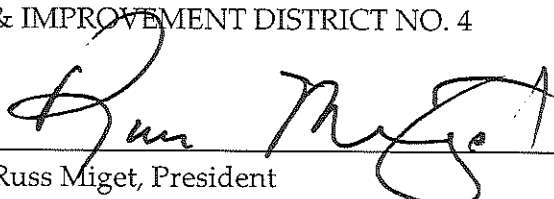
**Manager's Report.** Mr. Young reported on maintenance and operations of the District. (A copy of this report is on file in the District's office.)

As there was no further business to come before the Board, a motion was duly made and seconded to adjourn.

NUECES COUNTY WATER CONTROL  
& IMPROVEMENT DISTRICT NO. 4

ATTEST:

  
\_\_\_\_\_  
Walter Sohl, Secretary

  
\_\_\_\_\_  
Russ Miget, President

**NOTICE AND ORDER OF ELECTION**  
(AVISO Y ORDEN DE ELECCION)

An election is hereby ordered to be held on May 5, 2018 for the purpose of electing 2 Directors for the **Nueces County Water Control and Improvement District No. 4.** *(Una eleccion es por este medio ordenada ser sostenida el 5 de Mayo 2018 para la eleccion de 2 directores del Nueces County Water Control and Improvement District No. 4.)*

Notice is hereby given that the polling place listed below will be open from 7:00 a.m. to 7:00 p.m., on May 5, 2018, for voting in the General Election, to elect 2 Directors. *(Dan por este medio el aviso esto el centro electoral puesto en una lista abajo estara abierto de 7:00 a.m. hast alas 7:00 p.m. el 5 de Mayo, 2016 para votar en unas elecciones generals para elegir 2 directores.)*

Location of polling place: *(Direccion de las casillas electorales:)*

Tower Center, 1812 State Highway 361, Suite F; Port Aransas, Nueces County, Texas.

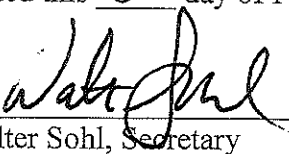
Early voting by personal appearance will be conducted each weekday at the Port Aransas Community Center, 408 N. Alister Street, Port Aransas, Nueces County, Texas between the hours of 8:00 a.m. to 5:00 p.m. beginning on April 23, 2018 and ending on May 1, 2018, and 7:00 a.m. to 7:00 p.m. on April 28 and 29, 2018. *(La votacion temprano por el aspect (aparicion) personal sera conducida cada dia laborable en el Port Aransas Community Center, 408 N. Alister Street, Port Aransas, Nueces County, Texas entre las horas de las 8:00 a.m. hasta las 5:00 p.m. el principio el 23 Abril, 2018 y terminando el 1 de Mayo, 2018, 7:00 a.m. hast alas 7:00 p.m. el 28 y 29 de Abril 2018.)*

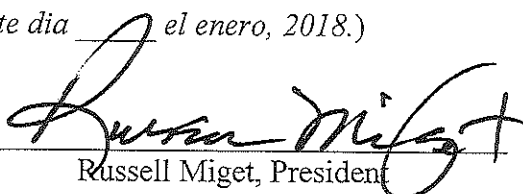
Applications for ballots by mail should be mailed to: *(Las solicitudes de la votacion por el correo deberian ser enviadas a:)*

Mark Young, Nueces County Water Control and Improvement District No. 4, Tower Center, 1812 State Highway 361, Suite F; Port Aransas, Texas 78373.

Applications for ballots by mail must be received no later than the close of business on April 24, 2018. *(Las solicitudes de votaciones por el correo no deben ser recibudas mas tarde queal fin de negocios el 24 de Abril, 2018.)*

Issued this 5<sup>th</sup> day of February, 2018. *(Emitada este dia el enero, 2018.)*

  
Walter Sohl, Secretary

  
Russell Miget, President