



**NOTICE OF REGULAR MEETING
OF
TRINITY BAY CONSERVATION DISTRICT**

NOTICE IS HEREBY GIVEN that a Regular Meeting of the Board of Directors of the Trinity Bay Conservation District (“District”) will be held on **Wednesday, October 21, 2020**, at 9:00 a.m.; at the District’s Offices located at 2500 SH 124 Stowell, Texas 77661.

Pursuant to the May 12, 2020 Proclamation Order by the Governor of the State of Texas, Board Members, staff, and members of the public may attend and participate in the District’s Regular Meeting by conference call. In addition, a recording of the meeting will be made available following the meeting. The call-in information for the meeting is set forth below:

Join Zoom Meeting
Meeting ID: 781 754 6868
<https://us02web.zoom.us/j/7817546868>
+13462487799, 7817546868# US (Houston)

The following matters will be considered and may be acted upon at the meeting for the following purposes:

A. GENERAL/ADMINISTRATIVE MATTERS

1. Call to Order
2. Pledge of Allegiance
3. Public Comment
4. Discuss approval of minutes for the following:
 - a. September 16, 2020 Public Hearing and Regular Meeting; and
 - b. September 23, 2020 Special Meeting.
5. Discuss and take-action on the District’s Financial Reports; District’s Accounts Payable; Tax Reports.
6. Committee Reports: Appoint Audit Committee and receive reports from the following Committees:
 - Finance Committee: Directors Hamilton and Bauer
 - Personnel Committee: Directors Hamilton and Gilbert
 - Operations Committee: Directors Jenkins and Turner

7. Discuss and take-action, if necessary, on adopting organizational chart proposed by the Interim General Manager.
8. Receive status reports, and take any needed action, if necessary, on the following matters:
 - a. Implementing time clock and vehicle tracking services approved by the Board during the September 16, 2020 Regular Meeting;
 - b. Establishing hours of operation as discussed during the September 16, 2020 Regular Meeting;
 - c. Implementing the automobile policy as approved by the Board during the September 16, 2020 Regular Meeting;
 - d. Implementing plan to conserve water as set forth in the water usage report;
 - e. Receive Drainage study performed by LJA;
 - f. Receive status of completion and cost report for Hwy 61 sewer line;
 - g. Receive status of requesting Financial Managerial and Technical Assistance through the TCEQ;
 - h. Receive status report of purchasing and installing water meters for the pilot program approved at the September 16, 2020 Regular Meeting;
 - i. Receive status report on replacement of Phase 2 Sewer Replacement Line on Buccaneer Road approved during the September 16, 2020 Regular Meeting;
 - j. Receive status report on completion of Brown property levy project;
 - k. Receive status report on negotiations with Entre Computers;
 - l. Receive status report on CCN transfer with Gulf Coast Authority; and
 - m. Receive status of uploading Audits and Management Letters; 2019-2020 & 2020-2021 budgets; and agenda's and minutes of meetings to the District's webpage.
9. Discuss and take-action if necessary, on CDBG-MIT Grant projects.
10. Discuss and take-action, if necessary, to authorize staff to prepare and distribute a Request for Proposals to serve as the District's Agent of Record for: a) health insurance and benefits; and/or 2) all other liability insurance.
11. Discuss and take-action, if necessary, to authorize staff to receive quotes to purchase fuel gas and diesel fuel tanks for the District's Anahuac and Winnie facilities.
12. Discuss and take-action, if necessary, on renewing the District's Property; General Liability/ Employees Benefits Liability & Pollution; Excess Liability; Business Auto; Miscellaneous Scheduled Article-(Water Craft); Workers Compensation; Directors & Officers Liability & EPLI; Cyber Security Liability; Directors Bond; Crime-Employee Dishonesty; and Agency Fee for the Arthur Gallagher insurance policy.
13. Discuss and take-action, if necessary, on responding to subpoena issued in the *De villier v. Texas Department of Transportation* case.
14. Discuss and take-action, if necessary, on receiving a status for hiring a General Manager.

- 15. Discuss and take-action, if necessary, on adopting policies as required by Section 49.199 of the Texas Water Code.
- 16. Discuss and take-action, if necessary, on re-adopting Travel and Training Policy.
- 17. Discuss and take-action, if necessary, on adopting a resolution in support of John Jenkins to be reappointed by the Governor to the Trinity River Authority Board.
- 18. Discuss and take-action, if necessary, on authorizing staff to request an audit by the Texas State Auditor's office.

C. WATER AND WASTEWATER

- 19. Discuss and take-action, if necessary, on amending the motion for Agenda Item No. 7 from the September 2, 2020 Special Meeting to allow staff to credit customer's accounts for deposits if the customer qualifies to receive a credit for the deposit.

D. SALE OF PROPERTY FOR TAX PURPOSES

- 20. Discuss and take-action, if necessary, accepting a Resale Offer CV27911 submitted by Jessica McGlothlin in the amount of \$20,194.81 on the property under Parcel ID 5190 that is currently in the name of Anahuac Independent School District.

E. DRAINAGE

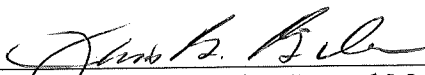
- 21. Discuss and take-action, if necessary, on approving temporary easements.

F. STAFF REPORTS

- 22. Drainage Reports; and
- 23. Water and Sewer Utility Reports

ADJOURN

 A packet containing all supportive documentation for this agenda is available for inspection on Tuesday nights at the Trinity Bay Conservation District's office located at **2500 SH 124 Stowell, Texas 77661** between the hours of 7:00 a.m. and 5:00 pm.



 James Gibson, Interim General Manager
 Trinity Bay Conservation District

Trinity Bay Conservation District is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please call Ms. Alex Ruiz at (409) 296-3602 for information. Hearing impaired or speech disabled persons equipped with telecommunication devices for the deaf may utilize the statewide Relay Texas Program, 1-800-735-2988.

The Board may retire to Executive Session any time between the meetings opening and adjournment for the purpose of consultation with legal counsel pursuant to Chapter 551.071 of the Texas Government Code; discussion of personnel matters pursuant to Chapter 551.074 of the Texas Government Code; and/or, discussion of real estate acquisitions pursuant to Chapter 551.072 of the Texas Government Code. Action, if any, will be taken in open session.