



**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 **Monday, January 4, 2021**, at 5:00 p.m.; at the District’s Offices located at 2500 SH 124 Stowell, Texas 77661.

Pursuant to the December 6, 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.

Join Zoom Meeting
Meeting ID: 781 754 6868
<https://us02web.zoom.us/j/7817546868>

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. Invocation and Pledge of Allegiance
3. Public Comment
4. Discuss and take-action, if necessary, on addressing nepotism issues among Board members and staff, specifically, whether Section 573.062 of the Texas Government Code (“continued employment exception”) is being applied correctly and if not, to advise of the penalties set forth in Section 573.081, 573.083 and 573.084 of the Texas Government Code.
5. Discuss approval of minutes for the following:
 - a. November 12, 2020 Regular Meeting; and
 - b. November 19, 2020 Special Meeting.
6. Discuss and take-action on the District’s Financial Reports; District’s Accounts Payable; Tax Reports.
7. Receive General Manager’s report.
8. Appoint Committees and receive reports from the following Committees:

- Audit/Finance Committee;
 - Personnel Committee; and
 - Operations Committee
9. Discuss and take-action, if necessary, on giving the General Manager authority to execute amended Entre Computer agreement.
 10. Discuss and take-action, if necessary, on adopting a 2021 Investment Policy.
 11. Discuss and take-action, if necessary, on adopting a Holiday Schedule.
 12. Discuss and take-action, if necessary, on adopting 2021 Board Meeting Schedule
 13. Discuss and take-action, if necessary, on revoking the General Manager's decision to implement time clocks.
 14. Discuss and take-action, if necessary, on revoking the General Manager's decision to implement the installation of GPS monitoring systems in District vehicles.
 15. Discuss and take-action, if necessary, on offering early retirement packages to eligible employees.
 16. Discuss and take-action, if necessary, on accepting General Manager's Amended and Restated Employment Agreement.
 17. Discuss and take-action, if necessary, on adopting and implementing attendance of meeting restrictions and restrictions to public comments pursuant to Governor Greg Abbott's March 6, 2020 Emergency Order that suspends Tex. Gov't Code 551.007(b).
 18. Discuss and take-action, if necessary, on appointing officers.
 19. Discuss and take-action, if necessary, on terminating Benckenstein & Oxford's attorney agreement.
 20. Discuss and take-action, if necessary, to go out for Request for Proposals for legal counsel.

C. WATER AND WASTEWATER

21. Discuss and take-action, if necessary, on accepting the Section 1 and Section 3 Cypress Point water and sewer system.
22. Discuss and receive input on amending the following policies:
 - a. Amend Resolution 7.01 Payment- Disconnects for non-payment, increase fee from \$25.00 to \$50.00.

- b. Remove Resolution 7.07 Section (D) 02-08, Revised March 21, 2002 Rate Procedures-Vacation Meters.
- c. Damaging District property
 - (1) Meter tampering - Cutting off meter lock 1st offense charge \$100.00, for second offense charge \$250.00 and contact Chambers County Sheriff's Department.
 - (2) Damage to District Equipment - Bill customer for the labor cost to replace the damaged equipment and for the cost of materials.
- d. Amend Resolution 7.09 Water and Sewer connection charges:
 - (1) Increase 5/8" water taps fees from \$1,000.00 to \$1,250.00
 - (2) Increase 1" water taps fees from \$1,250.00 to \$1,500.00
 - (3) Increase 1 1/2" water taps fees from \$2,400.00 to \$2,600.00
 - (4) Increase 2" water taps fees from \$3,800.00 to \$4,000.00
 - (5) Increase 4" gravity sewer taps fees from \$1,000.00 to \$1,250.00
 - (6) Increase sewer grinder station installation fees from 3,200.00 to 3,500.00
 - (7) Add Resolution-Residential LPSS (sewer grinder station) tap fee \$1,250.00
 - (8) Add Resolution - LPSS easement filling fee with Chambers County - \$50.00
- e. Amend Resolution 7.08 Water and Sewer Rates (Res. 01-18) Late Charge Increase late fees from 1 1/2% to 10%.
- f. Amend Resolution 7.14 Water and Sewer Rates:
 - (1) Increase Minimum Service charge for call outs during working hours wherein the District Representative finds the problem to be the Customer's responsibility from \$25.00 to \$50.00.
 - (2) Increase Minimum Service charge for any call placed after posted working hours wherein the District Representative finds the problem to be the Customer's responsibility from \$50.00 to \$75.00.
- g. Amend Resolution 1.18-Revise to include bulk water sales for the first 500 gallons \$20.00 and increase the \$100.00 non-refundable deposit to \$300.00 on cage meters.

D. DRAINAGE

- 23. Discuss and take-action, if necessary, on accepting temporary drainage easements for work in the Mayhaw watershed.
- 24. Discuss and take-action, if necessary, on removal of temporary crossing placed after Hurricane Ike.

E. STAFF REPORTS

25. Drainage Reports; and

26. Water and Sewer Utility Reports

ADJOURN



James Gibson, General Manager
Trinity Bay Conservation District

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.

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.

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 Mrs. Barbara Sigut 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.
