

MINUTES  
DENTON COUNTY FRESH WATER SUPPLY DISTRICT NO. 1-F  
BOARD OF DIRECTORS MEETING

March 19, 2014

**REGULAR SESSION BOARD MEETING**

1. Call to Order:

The Board of Directors of Denton County Fresh Water Supply District No. 1-F convened, with attorney Ross Martin presiding, at 2540 King Arthur Boulevard, Lewisville, Texas 75056. Evidence was presented that public notice of such meeting had been given, as required by law, and the attendance of the Board of Directors was taken. A quorum was present for the meeting.

Board Members in Attendance:

Matthew Taylor, President

Cheryl Mabery, Assistant Secretary/Treasurer

C. S. Kelso, Vice President

Julie Koustoubardis, Secretary

Board Members Absent:

Jose Antonio Munoz, Assistant Secretary

Staff & Advisors in Attendance:

Phil Brosseau, Interim General Manager

Ross Martin, Attorney, Kelly, Hart & Hallman LLP

Kristina Clark, Admin.

Heather Standerfer, Admin.

Others in Attendance:

Brian Toldan, CPA, McCall Gibson Swedlund Barfoot PLLC ("McCall")

Marissa Donofrio, Bright

2. Public Communications and Comments:

Mr. Martin opened the meeting for public communication and comment. Director Koustoubardis motioned to close the Public Communications and Comments section of the meeting. Such motion was seconded by Director Kelso. The votes were 4 Yes, with 0 No. Motion carried.

3. Opening Remarks:

A. General Manager Remarks:

Mr. Brosseau presented the monthly reports and updated the Board as to projects within Castle Hills.

B. Presentations:

None.

**CONSENT AGENDA**

Mr. Martin moved on to the Consent Agenda. After complete discussion and review, Director Koustoubardis made a motion to approve the Consent Agenda. Such motion was seconded by Director Mabery. The votes were 4 Yes, with 0 No. Motion carried. Draft copies are collectively included in the Board packet and attached hereto as **EXHIBIT "A"**. The items considered were:

4. Adopt Minutes of the February 19, 2014 Board meeting.
5. Approval of the entire General Manager's report including, but not limited to, the Monthly Construction Activity Reports, Monthly Water and Sewer Reports, Monthly Tax Collection Report, Monthly Unaudited Financial Reports, the progress regarding the agenda topic list; and if applicable, the Quarterly Investment Report.
6. Approval of Construction Award Recommendations, Construction Pay Applications, Project Payment Requisitions, and Change Orders, if applicable.

#### **ITEMS FOR INDIVIDUAL CONSIDERATION**

7. Hear presentation from McCall Gibson Swedlund and Barfoot, PLLC, the District's auditor, and after such presentation, review and approve the District's audited financial statements for fiscal year 2012/13 and authorize all necessary filings.

Mr. Brian Toldan, Auditor with McCall, presented the Board with the audited financial statements for the fiscal year ending September 30, 2013. Mr. Toldan then went on to go over the highlights of the audit and provided answers to questions with regard to such. After complete review and discussion, Director Kelso motioned to approve the final audited financial statement. Such motion was seconded by Director Koustoubardis. The votes were 4 Yes, with 0 No. Motion Carried.

8. Consider and approve an Order Declaring Unopposed Candidates Elected and Canceling Election.

Director Koustoubardis made a motion to adopt an Order Declaring Unopposed Candidates Elected and Canceling Election. Such motion was seconded by Director Mabery. The votes were 4 Yes, with 0 No. Motion Carried.

9. Review and approval of bid tabulation and District Engineer recommendation for the Grading, Utilities, Paving, and Screening Walls contract associated with the proposed Castle Hills - Phase 8, Section A, development, and, if timely, award the contract and authorize the General Manager to execute such contract on behalf of the District.

After review, Director Koustoubardis made a motion to approve the bid tabulation and District Engineer recommendation for the Grading, Utilities, Paving, and Screening Walls contract associated with the proposed Castle Hills - Phase 8, Section A, development and authorize the General Manager to execute such contract on behalf of the District. Such motion was seconded by Director Mabery. The votes were 4 Yes, with 0 No. Motion Carried.

10. Review and approval of bid tabulation and District Engineer recommendation for the Grading, Utilities, Paving, and Screening Walls contract associated with the proposed Castle Hills - Phase 8, Section B, development, and, if timely, award the contract and authorize the General Manager to execute such contract on behalf of the District.

After review, Director Koustoubardis made a motion to approve the bid tabulation and District Engineer recommendation for the Grading, Utilities, Paving, and Screening Walls contract associated with the proposed Castle Hills - Phase 8, Section B, development and authorize the General Manager to execute such contract on behalf of the District. Such motion was seconded by Director Kelso. The votes were 4 Yes, with 0 No. Motion Carried.

11. Consider and approve Bond Ordinance, Third Supplemental Trust Agreement General and No Litigation Certificate, and related documents for the issuance of the City of Lewisville, Texas Combination Contract Revenue and Special Assessment Utility System Bonds, Series 2014 (Lewisville Castle Hills Public Improvement District No. 4 Project), as required under the terms of the Joint Utility Contract by and between the District and the City.

Tabled.

12. Review and consider items to add to the next Board agenda.

- 1) Construction Items; and
- 2) Tax rates.

13. Adjournment.

Director Koustoubardis motioned to adjourn the meeting. Such motion was seconded by Director Kelso. The votes were 4 Yes, with 0 No. The meeting was adjourned.

Approved and adopted this 21st day of May, 2014.



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Julie Koustoubardis, Secretary  
Board of Directors  
Denton County Fresh Water Supply District No. 1-F

(DISTRICT SEAL)