

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

February 18, 2014

**REGULAR SESSION BOARD MEETING**

1. Call to Order.

The Board of Directors of Denton County Fresh Water Supply District No. 1-D convened, with attorney Ross Martin presiding, at 14925 Landmark Boulevard, Dallas, Texas 75254. 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:

John A. Ehinger, Jr., President  
Bruce Johnson, Treasurer  
Ulf Andersson, Secretary

Mark Channels, Vice President  
Kim Ortiz, Assistant Secretary

Board Members Absent:

None.

Staff & Advisors in Attendance:

Phil Brosseau, General Manager  
Ross Martin, Attorney, Kelly Hart & Hallman LLP

Kristina Clark, Admin.  
Heather Standerfer, Admin.

Others in Attendance:

None.

2. Public Communications and Comments.

Mr. Martin opened the meeting for public communication and comment. Director Johnson made a motion to close the public comments section of the meeting. Such motion was seconded by Director Ortiz. The votes were 5 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 events within Castle Hills. The Board discussed the General Manager search and requested any information on candidates that could be provided without damaging the confidential nature of such a search or consideration of a Non-Disclosure Agreement regarding candidate information.

B. Presentations:

None.

Director Channels left the meeting at this time.

**CONSENT AGENDA**

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

4. Approval of the Minutes of the October 15, 2013 Board meetings. Excluded.

Director Channels returned to the meeting at this time.

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 DCAD Tax Collection Report, Monthly Unaudited Financial Reports, and if applicable, the Quarterly Investment Report.

Director Channels had to leave the meeting early due to an emergency.

6. Review and/or approval of the progress regarding the agenda topic list.
7. Approval of Construction Award Recommendations, Construction Pay Applications, Project Payment Requisitions, and Change Orders, if applicable.

### **ITEMS FOR INDIVIDUAL CONSIDERATION**

8. Accept receipt of audit for fiscal year 2012/13 approval of same and authorize all necessary filings, if applicable.

After review of the initial draft of the audit, Director Ehinger motioned to accept receipt of the initial draft of the District's audited financial statements for fiscal year 2012/13. Such motion was seconded by Director Ortiz. The votes were 4 Yes, with 0 No. Motion carried. Mr. Martin noted that comments on such draft should be directed to Mr. Brosseau within the next two weeks.

9. Review qualifications and consider candidates for appointment to the Board of Directors.

No candidates provided applications or qualifications for Board service and therefore no action on this item was taken.

10. Consider and approve Order Appointing Director to replace Michael Keith and execution of Statement of Officer Forms by recently appointed Director and administer Oaths of Office, if applicable.

No candidates provided applications or qualifications for Board service and therefore no action on this item was taken.

11. Elect slate of District officers.

No candidates provided applications or qualifications for Board service and therefore no action on this item was taken.

12. Consider and approve a form of the Joint Election Agreement and Contract for Elections Services with the Denton County Elections Administrator and authorize the General Manager to execute such final Agreement.

Director Johnson motioned to consider and approve a form of the Joint Election Agreement and Contract for Elections Services with the Denton County Elections Administrator and authorize the General Manager to execute such final Agreement, if a contested director election is required. Such motion was seconded by Director Ehinger. The votes were 4 Yes, with 0 No. Motion carried.

13. Consider and adopt an Order Calling Directors Election and authorize posting of election related items, as applicable.

Director Ehinger motioned to adopt an Order Calling Directors Election and authorize posting of election related items, as applicable. Such motion was seconded by Director Johnson. The votes were 4 Yes, with 0 No. Motion carried.

14. Review and consider findings regarding a limited traffic risk assessment.

Mr. Brosseau stated he is looking into costs, suggestions, and recommendations for a traffic risk assessment. The Board tabled this item until the next meeting.

15. Receive an update from Director Johnson regarding residential inspections prior to re-sale and take any necessary or appropriate action related to such.

No update from Director Johnson.

16. Receive an update from Director Ehinger with regard to a Financial Management Policy and consider approval of such.

This item was tabled.

17. Review and consider the creation of an Emergency Services District, Library District, or other possible Development District with the City of Lewisville for the furtherance of District and community purposes, consider appointing a sub-committee on such District, and take any and all action necessary or appropriate action related to such.

Director Ehinger noted that, although additional districts may be beneficial, due to the time and costs requirements they are not currently feasible and he requested that this item be removed from future agendas.

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

- 1) List of Dues & Subscriptions paid by DCFWSD 1-A for staff;
- 2) Water Bill Due Dates;
- 3) Further election matters, including cancellation of Director Elections, if no applications are received;
- 4) Board Meeting Schedule;
- 5) Ask Developer to move sign at Golf Course by park;
- 6) Polser street light; and
- 7) Review final drafts of audited financial statements.

The Board also requested that the next Board meeting be held at 4pm on the third Thursday of the month at the DCFWSD 1-A offices, and such date and time be considered as the regular meeting date/place of the District.

19. Adjournment.

Director Ehinger motioned to adjourn the meeting. Such motion was seconded by Director Johnson. The votes were 4 Yes, with 0 No. Motion Carried. The meeting was adjourned.

Approved and adopted this 18th day of March, 2014.



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Kim Ortiz  
Assistant Secretary, Board of Directors  
Denton County Fresh Water Supply District No. 1-D



(DISTRICT SEAL)