

**MINUTES OF THE BOARD OF DIRECTORS  
OF THE DALLAS COUNTY PARK CITIES  
MUNICIPAL UTILITY DISTRICT  
HELD 9:00 A.M., TUESDAY, APRIL 16, 2024  
AT 1811 REGAL ROW, DALLAS,  
DALLAS COUNTY, TEXAS**

**ITEM I  
ADMINISTRATIVE PROVISION  
V.T.C.A §49.100**

**NOTICE OF MEETING. §49.063**

The notice of the meeting was posted, Monday, April 8, 2024, at 10:00 a.m. and remained posted until Tuesday, April 16, 2024 at 12:00 p.m.

**MEETING CALLED TO ORDER §49.064**

The meeting was called to order by Mr. Jamie Cornelius, President of the Board of Directors.

**ROLL CALL**

**Directors Attending**

Jamie Cornelius, President  
~~Mike McKenzie, Secretary~~  
Neil Harris, Director  
Jack Denman, Director  
John Wagner, Director

**Others Attending**

Hector Ortiz, General Manager  
Brent Jordan, Technical Services Manager  
Trey Wimpey, Technical Services Manager

**CONSIDER MINUTES OF PREVIOUS MEETING(S) §49.065**

A regular meeting of the Board was held on March 12, 2024. A motion was made by Jack Denman to approve the minutes. This motion was seconded by Jamie Cornelius. All directors voted aye.

**ITEM II  
POWERS AND DUTIES  
V.T.C.A. §49.200**

**1. UNOPPOSED BOARD DIRECTORS TOOK THE OATH OF OFFICE**

Jack Denman delivered the oath of office for James Cornelius, B. Neil Harris and

John L. Wagner.

**ITEM III  
FISCAL MATTERS  
V.T.C.A §49.300**

**1. DISCUSSION ON FY2025 BUDGET**

District staff presented a draft FY2025 budget. The Board asked that staff break out the membrane information into a separate line item due to the high cost and put together a schedule for the money that needs to be allocated for this. This needs to be shown in the CapEx table. Additionally, the Reserves Policy needs to show this as a line item.

**2. DISCUSSION ON DISTRICT'S CHECK PROCESSING PROCEDURES**

Hector Ortiz requested that the Board consider going to ACH as an alternative to processing checks every 2 weeks. Hector Ortiz noted issues with the post office that have caused late payments and associated fees. It was suggested that a list of checks and payments could be sent to the Board for pre-approval prior to final approval by the GM. The Board indicated that they definitely want to retain the 2-approval process. District staff investigated whether Frost Bank can implement a 2-approval work flow and whether our auditor has any concerns with this. The Board was sent an e-mail after the meeting indicating that Frost Bank will support a work flow and that our auditor does not have any objections to this. The District's auditor is actually in support of ACH and indicated that is the way to go. Hector Ortiz will bring the subject to the next Board meeting for further discussion and consideration.

**3. DISCUSSION ON THE POTENTIAL SALE OF RAW WATER**

Hector Ortiz briefed the Board on the status of the sale of raw water. Due to the potential impacts that the sale of excess raw water may have, Kennedy Resources does not want to commit to a firm quantity that could be contracted for a long term. A few more water availability model runs will be performed to help understand the effect of the excess raw water sale.

**4. OTHER BUSINESS: FIRE ALARM SYSTEM REPLACEMENT DISCUSSION**

Hector Ortiz briefed the Board on the water plant's fire alarm system. The system is in need of a new electronic board which will need to be upgraded as the existing one is obsolete. The new board may not be able to communicate with the old system so the District may be looking at replacing the entire system. Hector Ortiz indicated this could cost anywhere from \$50,000 to \$75,000.

**ITEM IV  
MANAGEMENT REPORTS**

1. A status report of projects underway or completed was included in the Board packet for review.

2. A list of major invoices paid last month was included in the Board packet for review.
3. Budget Summaries for March and April were included in the Board packet for review.
4. Cashflow Reconciliation Report was included for Board review.
5. Balance Sheet was included in the Board packet for review.
6. Second quarter Quarterly Investment Report was included in the Board packet for review.
7. TexPool statements were included in the Board packet for review.

**ITEM V  
ADJOURNMENT**

A motion was made by Jack Denman to adjourn the meeting and John Wagner. All directors voted aye.

PASSED AND APPROVED THIS THE 21st DAY OF May, 2024

DALLAS COUNTY PARK CITIES  
MUNICIPAL UTILITY DISTRICT



*John Wagner*

~~Michael D. McKenzie, Secretary~~



James S. Cornelius, President

