

**MINUTES OF THE BOARD OF DIRECTORS  
OF THE DALLAS COUNTY PARK CITIES  
MUNICIPAL UTILITY DISTRICT  
HELD 9:00 A.M., TUESDAY, NOVEMBER 12, 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, Tuesday, November 8, 2024, at 10:00 a.m. and remained posted until Tuesday, November 12, 2024 at 12:00 p.m.

**MEETING CALLED TO ORDER §49.064**

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

**ROLL CALL**

**Directors Attending**

James Cornelius, President  
Neil Harris, Vice-President  
Mike McKenzie, Secretary  
Jack Denman, Director  
Charles R. Biddle, Director

**Others Attending**

Hector Ortiz, General Manager  
Brent Jordan, Technical Services Manager  
Trey Wimpey, Technical Services Supervisor  
Jennifer Mayberry, Tradition Energy  
Chris Watson, 5

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

A regular meeting of the Board was held on October 8, 2024. Meeting minutes were included in the Board packet. A motion was made by Randy Biddle to approve the minutes. This motion was seconded by Jack Denman. All directors voted aye.

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

**1. DISCUSSION ON ENERGY PROCUREMENT**

Jennifer Mayberry from Tradition Energy and Chris Watson from 5 discussed current and projected future conditions of the Texas electric grid, power procurement and what each of them can bring to the table as our broker. Hector Ortiz discussed how energy is priced and asked the Board to consider allowing the GM to enter into a purchasing agreement for power without calling a Board meeting as power bids are only good for 24 hours and it takes multiple days to call a Board meeting.

A motion was made to switch from Tradition to 5 by Randy Biddle. The motion was seconded by Neil Harris. All directors voted aye.

A second motion was made by James Cornelius to allow the GM to enter into an energy procurement contract for up to 6 years and not to exceed 6 cents per kWh. The motion was seconded by Jack Denman. All directors voted aye.

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

**1. CONSIDER BUDGET AMENDMENTS**

The General Manager informed the board that two items were updated on the budget. The first item addressed the 2 and 3-week pay-period discrepancy on the monthly budget. Jack Denman had asked about why the budget number vs. the actuals were significantly different. Staff determined that the difference was due to having a 3 pay-period month. Staff updated the budget to reflect the correct number of pay periods. The second update was related to the rate the District charges Grapevine for the reuse wastewater effluent. The shown rate on the budget was the Dallas rate and not the CPI-adjusted rate. This only created a budget impact of less than \$6,000. A motion was made by Jack Denman to approve the budget amendments. The motion was seconded by Mike McKenzie. All directors voted aye.

**2. CONSIDER CONTRACT AMENDMENT FOR CONSTRUCTION PHASE SERVICES AND OVERHEAD DOOR DESIGN WITH GARVER**

Hector Ortiz discussed the need to amend the contract for the filter influent pipe with Garver to include construction phase services. In addition to this, the District needs a design for the maintenance shop overhead doors which Garver included in the amendment. Hector Ortiz noted that the overhead door replacement is part of the FY25 capital program. A motion was made by Jack Denman to approve the amendment with Garver. The motion was seconded by Neil Harris. All directors voted aye.

**3. OTHER BUSINESS**

**a. SPECIAL MEETING FOR APPROVAL OF THE FILTER INFLUENT PIPE CONTRACT**

Hector Ortiz informed the Board that staff tried to get the contract ready for this meeting but due to a delay in advertising, we could not get it ready. Bids are being received on Thursday so a special Zoom meeting to approve the contract will be scheduled.

**b. RECLAIM WALL DESIGN CONTRACT AMENDMENT**

Hector Ortiz asked the Board to approve a contract amendment with Parkhil for the repair of the reclaim basin wall. A large crack was noticed recently that needs to be addressed. The contract amendment is for \$13,000 with a construction estimate of approximately \$117,478. It is hoped that this repair can be change-ordered into Schofield's contract for the clarifier rehab. A motion was made by Mike McKenzie to approve contract amendment 002 with Parkhill for the design work. The motion was seconded by Randy Biddle. All directors voted aye.

**c. TREATABILITY STUDY WITH CDMSMITH**

Hector Ortiz informed the Board that he is discussing the option of removing lime from the head of the plant with CDMSmith. A scope and fee is being developed for this. Hector Ortiz told the Board that this could potentially save \$500,000-\$1,000,000 per year in operating costs as well as significantly decrease the sludge produced by the process.

**d. DECEMBER MEETING**

There will not be a Board meeting in December.

**e. THANKSGIVING CHECK RUN**

Hector Ortiz proposed running partial check runs as needed to manage Thanksgiving bill payments.

**ITEM IV  
MANAGEMENT REPORTS**

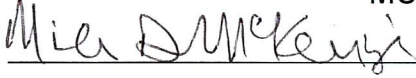
1. A status report of projects underway or completed was included in the Board packet for review.
2. A list of major invoices paid last month was included in the Board packet for review.
3. Budget Summaries were included in the Board packet for review.
4. Cashflow Reconciliation Report was included for Board review.
5. Balance Sheet was included in the Board packet for review.
6. 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 seconded by Randy Biddle. All directors voted aye.

PASSED AND APPROVED THIS THE 14th DAY OF January, 2025

DALLAS COUNTY PARK CITIES  
MUNICIPAL UTILITY DISTRICT

  
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Michael D. McKenzie, Secretary

  
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James S. Cornelius, President

