

**MINUTES OF THE BOARD OF DIRECTORS
OF THE DALLAS COUNTY PARK CITIES
MUNICIPAL UTILITY DISTRICT
HELD 9:00 A.M., TUESDAY, OCTOBER 8, 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, October 1, 2024, at 10:00 a.m. and remained posted until Tuesday, October 8, 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

CONSIDER MINUTES OF PREVIOUS MEETING(S) §49.065

A regular meeting of the Board was held on September 10, 2024 and a special meeting was held on September 19, 2024. Meeting minutes were included in the Board packet. A motion was made by Jack Denman to approve the minutes. This motion was seconded by Randy Biddle. All directors voted aye.

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

1. DISCUSSION ON DISTRICT'S AUDITOR: FORVIS MAZARS, LLP

Hector Ortiz discussed the District's practice of soliciting proposals for the annual financial audit every 5 years. He noted that this is not a required practice and

suggested that we continue to use Forvis Mazars, LLP in the future and request a different auditor within Forvis, Mazars, LLP every 5 years instead. Hector Ortiz noted that this would be a time-savings and convenience decision and that Forvis Mazars, LLP has enough internal resources to change auditors every 5 years. A motion was made to keep Forvis Mazars, LLP by Mike McKenzie. This motion was seconded by James Cornelius. All directors voted aye.

2. CONSIDER AGREEMENT FOR EVALUATION OF INTERNAL PROCESSES RELATED TO THE DISTRICT'S FINANCIAL AUDIT

The General Manager presented a proposal from Forvis Mazars, LLP for the evaluation of District processes related to the yearly financial audit in order to streamline the process in the future. Hector Ortiz noted that many of the tasks associated with the audit have been performed by one District staff member and it is in our best interest to evaluate these with the goal of simplifying these tasks and developing other District staff to perform them. A motion was made by Neil Harris to approve the contract. This motion was seconded by Randy Biddle. All directors voted aye.

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

1. CONSIDER CONTRACT FOR THE PURCHASE OF FILTER VALVES RELATED TO THE FILTER PIPING REHABILITATION PROJECT

The General Manager presented bids received for the valves needed for the filter influent pipe rehabilitation project. He noted that the engineer's estimate for the entire filter influent rehabilitation project was higher than what was budgeted for the project so the valves were pulled to avoid paying additional overhead and profit on the valves. Staff recommended awarding the project to Vector Controls, Av-Tec even though they were about \$30,000 higher due to delivery schedule. The Av-Tec valves can be here in about 12 weeks whereas the VAG valves would take 30 weeks. A motion was made by Jack Denman to award the contract to Vector Controls, Av-Tec. The motion was seconded by Mike McKenzie. All directors voted aye.

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.

Jack Denman noted that budget estimations for personnel expenses were far off from actuals. After researching this, Hector Ortiz, notified the Board that we had a

3-pay period month one month and we had not sent the additional \$100k to TCDRS to fund our retirement yet.

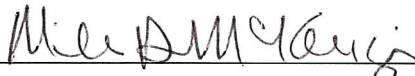
4. Cashflow Reconciliation Report was included for Board review.
5. Balance Sheet was included in the Board packet for review.
6. Quarterly Investment Report was included in the Board packet for review.
7. TexPool statements were included in the Board packet for review.

**ITEM V
ADJOURNMENT**


A motion was made by Jack Denman to adjourn the meeting and seconded by James Cornelius. All directors voted aye.

PASSED AND APPROVED THIS THE 12th DAY OF November, 2024

DALLAS COUNTY PARK CITIES
MUNICIPAL UTILITY DISTRICT



Michael D. McKenzie, Secretary



James S. Cornelius, President

