

**Minutes of Meeting
Board of Directors
Denton County Fresh Water Supply District No. 10**

December 3, 2015

The Board of Directors (“Board”) of Denton County Fresh Water Supply District No. 10 (“District”), met in special session, open to the public, on Thursday, December 3, 2015, at 6:00 p.m., at the Savannah Clubhouse, 701 Savannah Boulevard, Savannah, Texas, inside the District, for which notice was given as required by Chapter 551, Government Code, as amended, and Chapter 49, Texas Water Code, as amended.

The roll was called of the duly appointed members of the Board, to wit:

Rob Adams	President
Jon TenBroeck	Vice President
Robert Tague	Secretary
Kris Russell	Asst. Secretary
Kurt W. Moore	Director

All members of the Board were present, with the exception of Director Tague, who entered later as noted below. Also attending the meeting were the following: Mr. Jim Koehler, P.E. and Mr. Jim Wagnon, P.E. of Graham Associates, Inc. (“GAI”); Ms. Lisa Bloomfield of Dye & Bloomfield, LLC; Chief Greg Wilkerson of Advantage Leadership Resources; Mr. John Fain; Mr. Stephen Davis; Mr. Clay Crawford of Crawford & Jordan LLP; and other members of the public, including District residents.


1. After determining that a quorum was present, the President called the meeting to order at 6:07 p.m.
2. Consideration was first given to public comments. The President opened the meeting to public comment. After noting that there were no members of the public present and desiring to speak before the Board, upon motion duly made by Director Russell, seconded by Director Moore and unanimously carried, the President closed the public comment session of the meeting.
3. Consideration was next given to approval of retaining Stantec to perform and prepare a traffic study regarding proposed development of the Gardenia Boulevard Office Park Commercial Buildings project. The President noted that a proposal for a traffic study of the Town Center parcel was previously approved with Stantec in the amount of \$9,900. He then reviewed a proposal in the amount of \$7,500 from Stantec for addition of a traffic study on the Gardenia Boulevard Office Park Commercial Buildings project. After discussion on the matter, Director Adams moved that the Board approve the additional proposal in the amount of \$7,500 to include a traffic study on Gardenia Boulevard Office Park Commercial Buildings project. Director TenBroeck seconded said motion, which carried unanimously.

4. Consideration was next given to approval and execution of independent contractor agreements for patrol services. The President recognized Chief Wilkerson, who presented and recommended approval of independent contractor agreements with Anthony Arnold and Sophia Garcia. After discussion on the matter, Director Adams moved that the Board approve the independent contractor agreements for patrol services with Anthony Arnold and Sophia Garcia. Director TenBroeck seconded said motion, which carried unanimously.
5. Consideration was next given to award of contracts for construction of improvement projects and issuance of notices to proceed, including award of contract for construction of improvement projects and issuance of notices to proceed for Artesia Water System Project and Savannah Gardenia Village Office Park Commercial Buildings. Mr. Koehler noted that with regard to the Artesia Water System Project, two bids were received with the low bid in the amount \$639,000 being submitted by Mela Contracting Inc. He reported that after review of experience, qualifications, and references, GAI recommended approval of award of contract for Artesia Water System Project to Mela Contracting Inc. After discussion, Director Russell moved that the Board award the contract for Artesia Water System Project to Mela Contracting Inc. in the amount of \$639,000. Director Adams seconded said motion, which carried unanimously. Director Adams then moved that the Board table the matter of award of contract for Savannah Gardenia Village Office Park Commercial Buildings until the traffic study has been completed. Director Moore seconded said motion, which carried unanimously.
6. Consideration was next given to acceptance of certificate of completion and authorizing final acceptance of projects, including Arrow Brooke Phase 1. Mr. Koehler presented correspondence recommending acceptance of certificate of completion and authorizing final acceptance of project, subject to receipt of two-year maintenance bond, affidavit of bills paid and unconditioned release of lien, as-built plans and final change order. After discussion, Director TenBroeck moved that the Board accept the certificate of completion and authorize final acceptance of Arrow Brooke Phase 1, subject to receipt of two-year maintenance bond, affidavit of bills paid and unconditioned release of lien, as-built plans and final change order. Director Moore seconded said motion, which carried unanimously.

Director Tague entered and participated in the remainder of the meeting.

7. Consideration was next given to status of preparation of Master Parks Plan and Grant Application; and authorizing actions and expenditures of funds in connection therewith, including filing of Plan and Application. Mr. Fain and Mr. Koehler presented a draft Recreational Needs Assessment. They noted that the facilities in red were requested by residents. It was noted that the Assessment needs to be adjusted to reflect what facilities are District owned. After a brief discussion on the matter, the President noted that no action was required at this time.

8. Consideration was next given to status of allocation of water meter permit availability and any necessary adjustment thereof. The President recognized Mr. Koehler, who reported that as a result of GAI analysis, it was the GAI recommendation to increase water permits for Artesia from 700 to 900; allocate additional 101 water permits to Corona Artesia and 99 additional water permits to Lennar (provided Phase 5B is under contract); and maintain Phase II restrictions for next several months. After discussion on the matter, Director Adams moved that the Board increase the water permits for Artesia from 700 to 900; allocate additional 101 water permits to Corona Artesia and 99 additional water permits to Lennar (provided Phase 5B is under contract); and maintain Phase II restrictions for next several months. Director TenBroeck seconded said motion, which carried unanimously.
9. Consideration was next given to establishment and approval of District resolution regarding deadline for submission of documents and exhibits in support of agenda items to be considered by the Board. After discussion on the matter, Director TenBroeck moved that the Board establish a policy that all documents in support of agenda items must be sent to Board at least 72 hours in advance of meeting; that all consultants should send information to Ms. Bloomfield for distribution to Board, other than agenda and minutes, and that Ms. Bloomfield provide the documents in three separate parts: (1) engineering items; (2) legal items; and (3) all other items. Director Moore seconded such motion, which carried unanimously.
10. The Board next deferred consideration of Executive Session pursuant to Sections 551.071, 551.072, and 551.076, Texas Government Code, as amended, to consult with District Counsel, consider litigation, real estate matters, and deliberate regarding deployment of security devices and personnel.
11. After noting that no further business was to come before the Board, upon motion duly made by Director Moore, seconded by Director Russell, and unanimously carried, the meeting was adjourned at 7:23 p.m.



Kris Russell Robert Teague
Asst. Secretary