

**Minutes of Meeting
Board of Directors
Denton County Fresh Water Supply District No. 11-A**

October 25, 2021

The Board of Directors (“Board”) of Denton County Fresh Water Supply District No. 11-A (the “District”) met in regular session, open to the public, on Monday, October 25, 2021, at 6:30 p.m., at 900 Villa Paloma Boulevard, Little Elm, Texas, inside the boundaries of the District, for which notice was given as required by Chapter 551, Texas Government Code, as amended, and Chapters 49 and 51, Texas Water Code, as amended.

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

Cynthia Carmack	President/Treasurer
Mitchell Page, Jr	Vice President
Nikki Gantzert	Secretary
Becky Hix	Assistant Secretary
Rob Chatwin	Assistant Secretary

All members of the Board were present at the meeting. Also attending were the following: Ms. Kathi Dye, CPA, of Dye & Toverly, LLC; Ms. Megan Bradley of Triton Consulting Group, LLC; Mr. Greg Wilkerson (via teleconference) and Ms. Mandy Hill of Blue Line Management & Consulting Services, LLC; Mr. Ricardo Doi, P.E., of Petitt & Associates, LLC (“Petitt”); and Mr. Jonathan Finke of Crawford & Jordan LLP.

A quorum being present, the meeting was called to order by the President at 6:45 p.m.

1. Consideration was first given to public comments. After the Board noted that there were no comments from the general public, Director Page moved that the Board close the public comment period of the meeting. Director Gantzert seconded the motion, which carried unanimously.
2. Consideration was next given to the Consent Agenda. Ms. Dye requested that approval of the bookkeeping report, dated October 25, 2021, be removed from the Consent Agenda. She discussed additional check number 9909, payable to Director Page, in the amount of \$138.52 as a per diem and check number 9911, payable to Director Chatwin, in the amount of \$138.52 as a per diem.

Next, upon motion made by Director Hix, seconded by Director Page and unanimously carried, the Board (i) approved the written bookkeeping report and authorized payment of invoices by the checks specified therein, (ii) approved check numbers 9909 and 9911, both be reflected in the next written bookkeeping report, and (iii) took the following actions on the Consent Agenda:

- a) Approval of Minutes of Board Meeting held September 20, 2021, as presented; and
- b) Acceptance of the tax assessor-collector report prepared by the Denton County Tax

Office, as of September 30, 2021.

3. The Board next considered the General Manager's report; evaluation of replacement and repair needs relative to faulty and/or missing road signage; customer utility and trash service billing complaints/requests and appeals; update on Little Elm Police Department ("LEPD") contract with Flock Group, Inc. ("Flock"); and a report from the FWSD Interlocal Committee, and the taking of actions appropriate in connection therewith. Mr. Wilkerson presented and reviewed the "General Manager's Report" for Paloma Creek, dated August 2021. He also presented and reviewed Denton County Sheriff's Office and LEPD reports of activity for September 2021. He answered various questions from Director Carmack.

Next, Mr. Wilkerson reported regarding the possibility of LEPD entering into an agreement with Flock for the purchase, installation and monitoring of cameras in connection with an automatic license-plate detection system.

After consideration of the General Manager's report, Director Hix moved that the Board accept same. Director Gantzert seconded the motion, which carried unanimously.

4. Consideration was next given to review and approval of a proposed revised budget from the Town of Little Elm (the "Town") for services under the Interlocal Cooperation Agreement for Patrol Services. Mr. Wilkerson presented to and discussed with the Board the proposed revised budget relative to the Town's agreement with Flock. After discussion, Director Carmack moved that the Board approve the revised budget from the Town for 2021-22 services under the Interlocal Cooperation Agreement for Patrol Services. Director Gantzert seconded the motion, which carried unanimously.
5. The Board next considered the Engineer's report, including the following items and actions relating to, among other projects, lift station repairs, construction of utility and paving improvements to serve Paloma Creek South, Phase 11C ("Phase 11C"), installation of a streetlight, pavement repairs at both US Highway 380 and Kittyhawk and a minor plat for the detention area at Rosson Road and Barn Owl Drive. Mr. Doi presented to and reviewed with the Board a Monthly Engineering Report, dated October 25, 2021.

Relative to construction of paving improvements to serve Phase 11C, Mr. Doi reported that Petitt is recommending Board approval of the following pay applications:

Paloma Creek South, Phase 11C - Paving Improvements

Reliable Paving, Inc.

Pay Application No. 3 CORRECTION

District Portion - \$26,674.20

Pay Application No. 6

Developer Portion - \$461,237.85

Next, Mr. Doi reported that Petitt recommends Board approval of Invoice No. 11276 from Wopac Construction Inc. (“Wopac”) in the amount of \$27,050.40 for the completed pavement sealing project. He also presented Estimate No. 2081 from Wopac regarding four recommended concrete repairs in the District. Mr. Doi discussed each repair with the Board. The Board discussed approving estimates for repair of Item Nos. 1, 2 and 3.

After consideration of the Engineer’s report, Director Carmack moved that the Board, based on recommendations by Petitt, (i) approve the aforementioned Pay Application No. 3 correction, (ii) concur in the Developer’s approval of aforementioned Pay Application No. 6 and (iii) approve Item Nos. 1, 2 and 3 in Wopac’s estimate No. 2081. Director Hix seconded the motion, which carried unanimously.

At this time, on motion made by Director Carmack, seconded by Director Gantzert, and unanimously carried, the Board reopened the Consent Agenda regarding the bookkeeping report. Ms. Dye discussed additional check number 9912, payable to Wopac, in the amount of \$27,050.40, discussed during the Engineer’s report. After discussion, Director Gantzert moved that the Board approve check number 9912, to be reflected in the next written bookkeeping report. Director Hix seconded the motion, which carried unanimously.

6. Consideration was next given to a report from Triton Consulting Group regarding the Paloma Creek Districts’ website, and authorizing any appropriate action in connection with same. Ms. Bradley presented and discussed the October 2021 “Communications Report” and the September 2021 “Analytics” report relative to the Paloma Creek Districts’ website. She also reported regarding changes to the website. After discussion, Director Page moved that the Board acknowledge receipt of the reports from Triton Consulting Group. Director Hix seconded the motion, which carried unanimously.
7. The Board next considered review and approval of three projects with Municipal H2O being creation of a (i) Risk and Resilience Plan, (ii) Emergency Response Plan, and (iii) Emergency Preparedness Plan. Mr. Finke presented and discussed a proposal and Project Services Agreement from Municipal H2O related to District compliance with the Water Infrastructure Act. He discussed the terms and provisions of said Agreement. After discussion by the Board, Director Carmack moved that the Board approve the Project Services Agreement by and between the District and AssureCo Risk Management and Regulatory Compliance LLC (d/b/a MunicipalH2O), relative to completion of a Risk and Resilience Assessment Plan and Emergency Response Plan for the District, and authorize the Board President to execute same on behalf of the District. Director Page seconded the motion, which carried unanimously.
8. The Board next considered Directors’ reports, and the taking of any related action. Director Gantzert reported regarding her attendance at the recent Town meeting and information provided regarding changes to dispatch. Director Hix reported that she continues to attend the meetings of Town of Providence Village. No action was taken by the Board.

9. Consideration was next given to entering closed session, as may be necessary or appropriate, pursuant to Chapter 551, Subchapter D, Texas Government Code, in particular Sections 551.071, 551.072, 551.074 and/or 551.076, Texas Government Code, regarding any of the matters described in the meeting notice, including consultation with District legal counsel as may be applicable. The Board determined that no action was required on this matter at this time.
10. Consideration was next given to matters for placement on future agendas, including changing the Board's regular meeting date.

After the Board noted that no further business was to come before it, Director Carmack moved that the meeting be adjourned at 8:09 p.m. Director Hix seconded the motion, which carried unanimously.




Secretary, Board of Directors