

**Minutes of the Bartonville Water Supply Corporation  
Board of Directors Meeting  
Monday, October 18, 2004  
Bartonville Water Supply Corporation Office  
1911 East Jeter Road  
Bartonville, Texas 76226**

**1. Call to Order.**

President Paulson called the meeting of the Board of Directors of Bartonville Water Supply Corporation to order at 7:07 p.m. on Monday, October 18, 2004 at the corporation office, 1911 East Jeter Road, Bartonville, Texas.

**Directors in Attendance**

Michael Paulson, President  
Thomas Greaves, Vice-President  
Scott Kilpatrick  
Bill Wilkinson  
Lloyd Hanson

**Directors Absent**

Dale Mutschler  
Larry Kaufman, Secretary-Treasurer

**Consultants in Attendance**

Jennifer Drury, CPA

**Staff in Attendance**

Jim Leggieri, General Manager  
Dawn Hicks, Administrative Assistant

**2. Public Forum**

No one was present.

**3. Approve the Minutes of the September 14, 2004 Board Meeting.**

Motion by Kilpatrick and second by Wilkinson to accept the minutes of the September 14, 2004, Board meeting. Motion carried unanimously.

**4. Approve the September 2004 Disbursements and Financial Reports.**

Drury stated that revenue was down as predicted. This is due to the amount of rain this month, resulting in lower demand. Prediction is a short fall of about \$143,000 for the year. Wilkinson questioned the deviation from budget of \$4,215 variance in regard to the engineering consulting fees. Drury stated that the budgeted amount is allocated equally over 12 months. Until this month, consulting has been minimal. Wilkinson asked in regards to the engineering consultant fees if the difference between YTD \$9,780 and budget \$6,163 was due to new projects, i.e. Stargate. Drury stated Stargate is a capital project and the consulting fees are capitalized for the project. The engineering fees are for general

consulting fees on projects that are unplanned such as Chinn Chapel. Wilkinson asked why the water sample shows a difference of \$2,278.00. Drury stated this is due to the state required testing for trihalomethane. Leggieri gave an explanation of the state requirements and the actions taken to correct the cause of the trihalomethane.

Drury stated the \$96,000 to Metro-Plex was paid on Friday, October 15, 2004 and the remaining \$10,000 will be released if the board approves the Chinn Chapel project. Motion made by Kilpatrick and second by Hanson to approve the disbursements and financial reports. Motion carried unanimously.

**5. Discussion and Action on all Matters Concerning the Town of Flower Mound v. Upper Trinity Regional Water District**

Leggieri stated that he had spoken with Ronnie Phillips, legal counsel, and Phillips had stated that the case would be tied up in appeals for an extended amount of time. Paulson advised the board that a letter between Tom Taylor and the Town of Flower Mound was included in the board packet for review. No Action.

**6. Discussion and Action on All Matters Concerning the Town of Flower Mound's Request Regarding Water Service/Soccer Complex.**

Leggieri stated Flower Mound has requested, in writing, that the board take under consideration Flower Mound's request to extend a waterline that is close to the proposed soccer complex to provide water. Leggieri stated that Phillips has advised that Flower Mound's request is not a legal option. Motion by Kilpatrick and second by Wilkinson to inform Flower Mound that bringing water in from their system into our certificated area is not permissible. Motion carried unanimously.

**7. Discussion and Action on All Matters Regarding the Broome Road Waterline Project**

Leggieri referred to the letter from the Mayor of Bartonville and the estimate from Metro-Plex. Leggieri stated that Wayne Ginn advised that if BWSC were going to spend \$50,000 to \$100,000 on any project to benefit the system, the Broome Road waterline would be the best investment. The easements are the biggest obstacle and BWSC now has them. A meeting will be set up some time next week with the Mayor of Bartonville.

**8. Discussion and Action on All Matters Concerning the Preliminary Operating and Capital Budget for the Year 2005.**

Drury stated work is in progress with regards to projected capital needs for next year. A decline in new memberships may help extend the timetable for projects. In years past, the budget has taken out the demand fees for 1.5 mgd of UTRWD, estimated to be \$337,500 for 2005, to be collected in the higher end rates. This year has not been a good year with a projected short fall of \$147,000 due to reduced consumption. The Upper Trinity Board of Directors decided not to increase the demand fees the full \$247,000 per mgd but only increase the fees to \$225,000 mgd for 2005, the cost after 2005 is estimated. The Upper Trinity rate for the winter months usage fee is .57 cent per 1000 gallons and during the

summer months is .87 cent per 1000 gallons. After discussion, the board requested that the multipliers from 100,001 and above be raised. Drury stated benchmarking is done every year and she will have this information for the next meeting so the board can make an informed decision.

**9. Discussion and Action on All Matters Concerning the Final Approval of the Chinn Chapel Waterline Relocation Project**

Leggieri stated that Metro-Plex left stacks where new valves were installed instead of putting in concrete pads as the road construction crew is still in the area. The maintenance bond will be secured before final payment is released. Metro-Plex's past performance has been exceptional. Motion made by Kilpatrick and second by Hanson to approve the Chinn Chapel waterline and release retainage to Metro-Plex on the Chinn Chapel project. Motion carried unanimously.

**10. Discussion and Action on All Matters Concerning Final Acceptance of the Taylor Oaks Subdivision On-Site Waterlines**

Leggieri stated that before final acceptance is given for Taylor Oaks, the maintenance bond and notification from Double Oak's engineer that all issues have been resolved is needed. Motion by Kilpatrick and second by Wilkinson to accept the Taylor Oaks Subdivision on site waterlines, contingent on Leggieri securing the maintenance bond from the contractor and notification from Double Oak that all issues have been resolved. Motion carried unanimously.

**11. Discussion and Action on All Matters Related to Tariff Update Regarding Rates and Service Fees to Include Due Dates, Delinquent Bills, and Service Disconnects**

Drury stated that staff recommends that BWSC policies should stand with no changes at this time. The board was in agreement. No action taken.

**12. Staff Reports**

Leggieri stated bids have been received for the parking lot as well as the landscaping for the corporate office. Leggieri advised the board that the bids are separate entities and the parking lot is pretty simple, as where, the landscaping bid will vary depending on final plans. Kilpatrick suggested that Leggieri approach the landscape company with the opportunity to advertise in exchange for landscape services. Leggieri stated that the Vaughn property has been sold and at this point the only issue is the waterline that will have to be relocated at the owner's expense. Leggieri expects to meet with new owners in the near future.

**13. Engineers Report**

No report given.

**14. Review Future Agenda Items, Activities, Announcements, and Set Date for November Meeting**

The next regular Board meeting is scheduled for Monday, November 15, 2004 at 7:00 p.m. at the corporation office. The December meeting has been tentatively scheduled for December 20, 2004.

Motion by Kilpatrick and second by Hanson to adjourn the meeting. Motion approved unanimously. The meeting adjourned at 8:40 p.m.

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Recorded by Dawn Hicks, Administrative Assistant

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Certified by Larry Kaufman, Secretary-Treasurer