

**BARTONVILLE WATER SUPPLY CORPORATION  
MINUTES of the BOARD OF DIRECTORS MEETING  
MONDAY, June 21, 2010 AT 7:00 P.M.**

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**1. Call to Order**

Mr. Kaufman called the meeting of the Board of Directors of Bartonville Water Supply Corporation to order at 7:06 P.M. on Monday, June 21, 2010, at the Bartonville Water Supply Corporation offices, 1911 E. Jeter Rd, Bartonville, TX 76226.

**Directors in Attendance:**

Larry Kaufman, President  
Patrick McDonald, Secretary-Treasurer  
Gracie Egan  
Susan Crawford  
David Moore  
Michael Paulson, Vice President  
Dean White (added after approval as replacement Director)

**Staff in Attendance:**

Jim Leggieri, General Manager  
Lloyd Hanson, Controller

**Consultants in Attendance:**

Virginia Moore, Attorney  
Kerry Maroney, Consulting Engineer

**Others in Attendance:**

Dean White

**4. Mr. Kaufman announced that the Board would move to Agenda Item 4.**

The Board reviewed the process to fill an open Board Position due to resignation of a Board Member. Dean White was nominated to fill the open position by Mike Paulson, seconded by Gracie Egan. Motion approved unanimously. Mr. White joined the Board and was given an Agenda package.

**2. Mr. Kaufman announced that the Board would go into Executive Session at 7:10 P.M.**

The Board Reconvened into Regular Session at 8:05 P.M.

**3. Public Forum for Non-Agenda Items**

No one was in attendance.

**5. Approve the Minutes of the May 24, 2010 Board Minutes**

Motion by Mike Paulson and seconded by David Moore to approve the minutes of the May 24 meeting. Ms. Crawford noted that she'd abstained from approving the March minutes since she'd not been present at that meeting. Motion approved unanimously as amended.

**6. Approve the May 2010 Disbursement and Financial Report**

Motion by Mike Paulson and second by Gracie Egan to approve the May 2010 Financial Reports. Mr. Hanson gave details of the financial statements and answered questions. Mr. Hanson also provided details on capital expenditures for the year. Mr. Hanson reviewed changes to the process and procedures if BWSC would move to an end of the month billing process and answered questions. This will result in re-filing Section E in the Tariff for changes.

The Board reviewed the Capital Budget and asked that Staff update the information at some future date. Motion to approve the May 2010 Financial Reports approved unanimously.

**Mr. Kaufman announced that the Board would go into Executive Session at 8:25 p.m. The Board Reconvened in Regular Session at 8:28 p.m.**

Other items on the Agenda (Investment in CDARS; Updating the Capital Budget & Equity Buy-In; Inventory of Cost Savings) were discussed and no action was taken. These items were asked to be placed on the May Agenda.

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**7. Consulting Engineer's Report**

Kerry Maroney, the Consulting Engineer gave updates on the Stonewood well and its move into production. A completion letter was sent to H2M establishing the warranty period. We are proceeding with the elevated tank site with the Town of Bartonville. The Stargate well is progressing on schedule; they are drilling the second to last sized hole now. The Hawk/Porter Road project is progressing with location of all lines now and surveying to follow. Orchid Hill water line move is complete.

**8. Discussion and Action on All Matters Regarding the General Manager's Report to Include Possible Discussion and Action on the Following Items:**

**a. Stonewood Well #2 - Repair Status / Report of Change Order Execution, Bonds and Recordation**

No action taken. Mr. Leggieri reviewed the re-installation of the ITU and the importance of adding this well to the production needs.

**b. Copper Canyon Rd./Road Project/Widening**

No action taken

**c. FM/Briar Hill/Justin Road – In Progress**

No action taken. Mr. Leggieri reviewed the background of this issue for the benefit of our new Board members and updated the Board on the latest status. Mr. Leggieri will meet with Highland Village on June 22 regarding providing water to our customers along that road.

**d. Elevated Tank Site #2 / Star Gate Well – In Progress**

No action taken. Progress to obtain the Town of Bartonville's approval is moving ahead. No design work has been undertaken pending review by the Town of Bartonville.

**e. 2010 Capital Project Improvements – In Progress**

The Board should consider replacing the Badger meters with Orion meters. No action taken.

**f. Orchid Hill Lane / Chinn Chapel Rd. / Infrastructure Modifications**

All work complete on Orchid Hill. No action taken.

**g. Hawk/Porter Road Water Line Loop Project Plans**

Discussed in the Engineer's report.

**h. Added Office Security Measures/Findings/Report**

The Board asked questions on current security activities and asked to be kept informed. No action taken.

**9. Discussion and Action on All Matters Concerning the Conditional Use Permit for an Elevated Water Tank.**

No action taken.

**10. Discussion and Action on TXDOT/Simmons Rd./407 Elevated Tank Site Property Offer.**

No action taken.

**11. Discussion and Action on Personnel Matters.**

No action taken.

**12. Discussion and Action on Security Policy for the BartonvilleWater.com Web Site.**

Mr. Hanson reviewed a proposed policy for the Board to adopt as to disclosure of security information on our web site. This proposed policy has been reviewed by our Attorney and recommended changes have been incorporated into the information provided to the Board. The proposed policy was also discussed with our web site manager and is similar to other policies that have been employed by others for whom he does work. The Board asked questions and Staff and the Attorney provided clarification on such items as email addresses, credit card numbers, banking information, Freedom of Information Act disclosures, and Confidentiality Statements. Motion by Patrick McDonald and seconded by Mike Paulson to approve the Security Policy as amended by the Attorney. Motion approved unanimously.

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**13. Review Future Agenda Items, Activities and Announcements.**

The next meeting was set for July 19, 2010 at 7 p.m.

Items to include in the June Agenda

- a. Review changing Billing to 1<sup>st</sup> of Month and changing financials accordingly
- b. Update Board on Investment Options including recommendations on renewal of CDARS, investment in TexPool, and other approved investments
- c. Update and advise Board on Capital Expenditures budgeted for 2010-2012
- d. Review BWSC By-Laws on Proxy with samples as proposed in model language from TWC Section 67.007
- e. Update Inventory of Cost Savings Programs in place and proposed for communication to members
- f. Proposal for Meter Upgrades
- g. Review of Security Proposal

**14. Adjournment**

Motion by Gracie Egan and second by David Moore to adjourn at 9:44 p.m. Motion approved unanimously.

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TRANSCRIBED BY LLOYD HANSON, CONTROLLER

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CERTIFIED BY PATRICK MCDONALD, SECRETARY-TREASURER