

## **Irving Flood Control District, Section III August 11, 2008**

A meeting of the Irving Flood Control District, Section III was held at the Valley Ranch Association Offices, 9901 Valley Ranch Parkway, Suite # 2030/2040, Irving, Texas at 6:30 P.M. The following members were present:

President  
Kim Andres

Board Members  
Suzanne Butler  
Chris Calvery  
Chris Wallace

Member William Correa was not in attendance.

Also present were John Boyle, Legal Council to the Board, Charles Anderson, Irving City Attorney, Cecilia Castillo, City Secretary's Office staff member

City Council Liaison Rose Cannaday was not in attendance.

**1. Consideration and approval of minutes of the board's July 19 and August 4, 2008 meetings.**

The minutes for the July 19, 2008 tour of the District's facility and the August 4, 2008 board meetings were not available for review at this time. The board members will consider these minutes at the next meeting.

**2. Discuss and consider Irving Flood Control District Section III v. the City of Irving, Texas et al.**

Attorney John Boyle stated that all members from the previous Board met last week and agreed to tender their resignation and that Paul Phy will cooperate in the transition of all records. Mr. Boyle will meet with Paul Phy, Jackie Knox, and DCURD this week to coordinate the transfer of records, contracts, budget, and invoices among other items that the current Board will need. Once all documents are obtained the Board will review and take action as needed. In addition, Mr. Boyle will obtain a list of contacts with the banks and the interlocal agencies that this Board will be conducting business with.

Mr. Boyle presented a memo to the Board members regarding the 2008 Appraisal Roll and the City of Irving 2005 and 2006 Municipal Drainage Fee. Mr. Boyle expects Paul Phy to submit the certified copies of the tax roll.

**4. Discuss and consider district finance issues, including the following: bank account status, signature authorization, and reconciliation.**

Bank accounts with Chase and signature authorizations have been completed. In addition a specific banker has been identified for this District.

**5. Discuss and consider outstanding and scheduled payment obligations, including bond payments.**

Bond payment is due September 1, 2008 and Attorney John Boyle will make sure that the payment is made.

**7. Discuss and consider District office arrangements, location, and lease.**

President Andres stated that she will contact the Valley Ranch Association office to inquire about continuing the office lease agreement. She noted that the Board meeting notice has been taken down from the bulletin board so she will ask about leaving the notice posted in the building. The Board will continue to post notice of the scheduled meetings at the Irving Valley Ranch Library and at Dallas County Clerks office. In the future, the Board will look into available options to hold the Board meetings at the Valley Ranch Branch Library.

**9. Discuss and consider open District issues and projects, including:**

- a. Ledbetter Sump** – President Andres stated that she would like to ask their engineers to post notice of public bid for the Ledbetter Sump and the Sinkhole. It was noted that the whole project will be placed out for bid, and that there is an option for the winning contractor to sub-contract out the project.

Member Wallace moved to place the two items for bid. Seconded by Member Calvery, the motion passed by a unanimous vote. (4 – 0)

- b. Sinkhole** – President Andres stated she inquired with the Master Board regarding the Sinkhole project and the sprinkler system that was broken but will need to follow-up with this inquiry. Repairing the Sinkhole will include filling it with cement and sealing the hole that is a breach in the Sundance canal bed and securing it.

Member Wallace moved to post notice of bid to repair the sinkhole at a cost that is not to exceed \$15,000. Seconded by member Butler, the motion passed by a unanimous vote. (4-0)

- c. Pump station operations** – Pump number one has been repaired in Houston and is now in place but the work is not completed. There are some pumps that need to be tested and an invoice submitted. President Andres would like to see some of the agencies that are in interlocal agreements with the Board, attend some of the Flood Control District, Section III board meetings.

Attorney John Boyle noted that he would be sending out an informal letter to several agencies.

- d. Electricity Contract** - Attorney Boyle had no updates regarding the electricity contracts. It was noted that DCURD will be able to advise this Board on what actions to take.

**11. Receive report on Flood Control District, Section III by Council Liaison, discuss and consider same.**

Council Liaison Rose Cannaday was not able to attend this meeting.

City Attorney Charles Anderson stated that he would like to recognize and thank Attorney John Boyle and Matthew Boyle for their outstanding job and progress they have made for the Irving Flood Control District.

Attorney Boyle extended his thanks to the city for their support.

**10. Discuss and consider district plans, policies, and procedures; emergency communications, records storage, and maintenance.**

Member Wallace reviewed his outline for a communications plan that included:

- Direct mail-outs
- Website revised and updated
- Media relations
- Newspaper – editorials
- Town Hall meetings
- Crisis preparedness plan

Member Wallace recommended that a firm be hired to handle the above projects, and he was aware of approximately seven local agencies that would likely place a bid.

Member Calvery moved that the Board move forward with identifying a firm to implement a communications plan. Seconded by Member Butler, the motion passed by a unanimous vote. (4 – 0)

**6. Discuss and consider budget approval process and schedule.**

Member Butler reports that it is expected that Dallas County will send out the effective tax rate on August 23, 2008. Once the effective tax rate is announced, the board can move forward on establishing a budget. It was noted that although the auditors for the board have moved to another firm, they will continue to provide services to the board. Member Butler stated that she will provide the board an updated budget to review. One of the goals for the board members is to become more familiar with the standard operating expenses.

**13. Discuss and consider contract status arrangements with Paul Phy.**

This item was not discussed.

**12. Discuss and consider current district professional contract arrangements.**

This item was not discussed.

**8. Discuss and consider pending Public Information Act requests, status, and response(s).**

President Andres reports that there is one open records request pending for the Dallas Morning News but Paul Phy is working on the request and is expected to respond. No other requests have been submitted.

**15. Receive board orientation and legal briefing.**

This item was not discussed.

**17. Discussion of future agenda items.**

One item mentioned by President Andres is the fence at the lakes that has collapsed.

**16. Citizen input – items presented under this item may not be deliberated by the Board but may be considered under agenda item 17.**

Mr. H. Walsh spoke about the need for security at the park that is located near the pump house. The citizen reports that currently there is access to the pump house, and he is concerned that a child could get near the pump house and could get seriously hurt.

The Board does have a concern regarding safety to the public and protecting the pump house against vandalism. A professional recommendation on security is needed, President Andres stated.

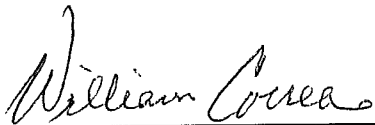
Another citizen asked if there would be regular updates on the Boards progress either on-line or in news letters.

President Andres stated that information will soon be provided to the public and the Board will maintain open communication with the public.

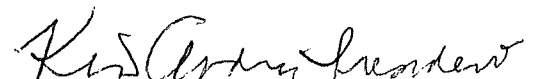
The board decided to follow-up with a majority of the agenda items at the next meeting which will be scheduled for August 18, 2008 at 6:30 p.m.

Member Calvery moved that the meeting be adjourned. Seconded by Member Wallace, the motion passed by a unanimous vote (4-0).

The meeting was adjourned at 7:43 P.M.



William Correa, Secretary

  
Kim Andres, President