

**SPECIAL SESSION**  
**DENTON COUNTY FRESH WATER SUPPLY DISTRICT NO. 1-F**  
**BOARD MEETING MINUTES**  
**January 22, 2020**

1. Call to Order.

The Board of Directors of Denton County Fresh Water Supply District No. 1-F convened, with attorney Sarah Landiak presiding, at 2540 King Arthur Boulevard, Suite 220, Lewisville, Texas 75056.

Evidence was presented that public notice of such meeting had been given, as required by law, and the attendance of the Board of Directors was taken. A quorum was present for the meeting.

Board Members in Attendance:

Jose Antonio "Tony" Muñoz, President  
Audrey Wiseman, Vice President  
David Thompson, Secretary/Treasurer

Katrina W English, Assistant Secretary  
Tanya Carlis, Assistant Secretary

Board Members Absent:

Staff & Advisors in Attendance:

John Philip Brosseau, General Manager  
Sarah Landiak, Attorney, Winstead PC  
Joseph Ellis, Audit Senior, McCall

Kristina Clark, Director of Administration □  
Robert Flint, Chief Financial Officer

Others in Attendance:

2. Public Communications and Comments.

No action was needed

3. Opening Remarks. A. Staff - None. B. Presentations - None.

It was noted that Director Muñoz entered the meeting at this time.

**CONSENT AGENDA**

Mrs. Landiak moved on to the Consent Agenda. The Board was presented with the General Manager's Report and associated documents. After all questions were answered and all remarks heard and with no further discussion a motion was made to approve the consent agenda, including all BIDS subject to attorney approval.

Motion: Katrina W English, Assistant Secretary

Second: Audrey Wiseman, Vice President

The votes were: 5 Yes, with 0 No, and 0 Abstained. The Motion passed.

The Consent Agenda items considered were:

4. Adopt Minutes of the November 20, 2019 Board meeting.

5. Approval of the General Manager's report with regard, but not limited to, Monthly Unaudited Financial Reports and if applicable, the Quarterly Investment Report; Monthly Tax Collection Report; Monthly Water and Sewer Report and Monthly Construction Activity Reports; and Ongoing Task List Items, if applicable, and Security Report.

6. Review and ratify approval of construction pay applications, payment requisitions, change orders, and if applicable, bid tabulation and recommendation of contract award; bid solicitations, and/or proposals, if applicable, for any projects within the District.

**ITEMS FOR INDIVIDUAL CONSIDERATION**

7. Acknowledge receipt of and review and approve audit for fiscal year ended 09/30/19 and authorize all necessary filings.

Mr. Ellis asked for a motion to approve the audit for fiscal year ended 09/30/2019 and authorize all necessary filings. After no further comments, a motion was made to approve the item .

Motion: Tanya Carlis, Assistant Secretary

Second: Audrey Wiseman, Vice President

The votes were: 5 Yes, with 0 No, and 0 Abstained. The Motion passed.

8. Consideration and approval of existing investment policy and confirmation of no needed changes in such policy or appointment of investment officer except to change the title of officer to CFO.

Mrs. Landiak review, consider and approve of Order Adopting an Amended Investment Policy and Appointment of Investment Officer to change title to CFO. After no further comments a motion was made to approve the item.

Motion: Katrina W English, Assistant Secretary

Second: Tanya Carlis, Assistant Secretary

The votes were: 5 Yes, with 0 No, and 0 Abstained. The Motion passed.

9. Consider and adopt Order Designating Offices Outside the District and authorize notice thereof.

Mrs. Landiak review and consider the Order Designating Offices Outside the District and authorize notice thereof. After no further comments a motion was made to approve the item.

Motion: Audrey Wiseman, Vice President

Second: Tanya Carlis, Assistant Secretary

The votes were: 5 Yes, with 0 No, and 0 Abstained. The Motion passed.

10. Consider an action on reset of Regular Meeting dates as to time, day and location.

No action was needed

11. Consider and approve form of Joint Elections Agreement and Contract for Election Services for the May 2, 2020 uniform election between the Denton County Elections Administrator and Participating Political Subdivisions and authorize execution.

Mrs. Landiak asked for a motion to approve the Joint Election Agreement and Contract for Election Services for May 2, 2020. After no further comments a motion was made to approve the election.

Motion: Audrey Wiseman, Vice President

Second: Tanya Carlis, Assistant Secretary

The votes were: 5 Yes, with 0 No, and 0 Abstained. The Motion passed.

12. Consider and adopt Order Calling Directors Election.

Mrs. Landiak review, consider and adopt Order Calling Directors Election. After no further comments, a motion was made to approve the item.

Motion: Katrina W English, Assistant Secretary

Second: Jose Antonio "Tony" Muñoz, President

The votes were: 5 Yes, with 0 No, and 0 Abstained. The Motion passed.

13. Review and consider approval of repayment for Excess Capacity in the Lift Station.

Mr. Brosseau review and consider approval of repayment for Excess Capacity in the Lift Station. After no further comments a motion was made to approve the item.

Motion: Tanya Carlis, Assistant Secretary

Second: Audrey Wiseman, Vice President

The votes were: 5 Yes, with 0 No, and 0 Abstained. The Motion passed.

14. Review Capital Improvements and take any and all action necessary.

No action was needed

15. Review and consider items to add to the next Board agenda.

16. Adjournment.

After all business was conducted and there was no further comments a motion was made to adjourn the meeting.

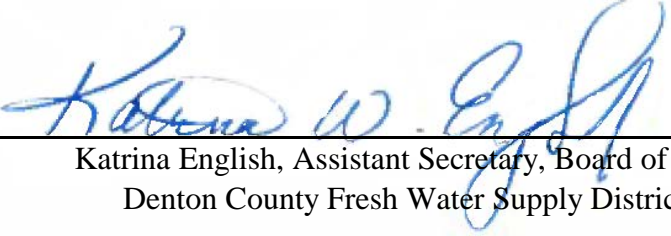
Motion: Jose Antonio "Tony" Muñoz, President

Second: Katrina W English, Assistant Secretary

The votes were: 5 Yes, with 0 No, and 0 Abstained. The meeting adjourned.

Approved and adopted: Wednesday, March 25, 2020



  
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Katrina English, Assistant Secretary, Board of Directors  
Denton County Fresh Water Supply District No. 1-F