

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

**1. Call to Order.**

The Board of Directors of Denton County Fresh Water Supply District No. 1-H convened, with attorney Sarah Landiak Pursuant to an Order of the Governor suspending certain requirements of the Texas Open Meetings Act, the Board of Directors of Denton County Fresh Water Supply District No. 1-H (“District”) held a special meeting solely by telephone conference to mitigate the spread of COVID-19. The meeting was conducted in a transparent and accessible manner pursuant to the guidance provided by the Office of the Attorney General. Participants follow the guidelines describe in the agenda.

**Board Members in Attendance:**

Ralph Hunter, President  
Patti Brown, Vice President

Corwin Snow, Secretary/Treasurer  
John Lessner, Assistant Secretary

**Board Members Absent:**

Michael A. Clark, Assistant Secretary

**Staff & Advisors in Attendance:**

John Philip Brosseau, General Manager  
Sarah Landiak, Attorney, Winstead PC  
Kimberly Studdard, Legal Asst.

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

**Others in Attendance:**

Brenda Martin, Annexation Liaison

**2. Public communications and comments.**

Mrs. Landiak opened the meeting for public communications and comments, however no one was present to make any comments, so a motion was made to close the public comments section of the meeting.

Motion: Ralph Hunter, President

Second: Patti Brown, Vice President

The votes were: 4 Yes, with 0 No, and 0 Abstained. The Motion passed.

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

**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: Corwin Snow, Secretary/Treasurer

Second: John Lessner, Assistant Secretary

The votes were: 4 Yes, with 0 No, and 0 Abstained. The Motion passed.

The Consent Agenda items considered were:

**4. Adopt Minutes of the March 17, 2020 Board meeting.**

(it was noted that "Treasurer" was spelled incorrectly on agenda item #9.

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; 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. Discussion regarding memorandum to Board in regards to possible annexation by City of Lewisville by SPA amendment or election.

After review and discussion, no action was needed.

8. Discuss requirements under HB 3834 as relate to necessary Cybersecurity Training for Board members and deadline for completing such training.

After review and discussion, no action was needed.

9. Review Capital Improvements and take any and all action needed.

After review and discussion, no action was needed.

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

Tax Revenue

11. Adjournment.

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

Motion: Ralph Hunter, President

Second: Patti Brown, Vice President

The votes were: 4 Yes, with 0 No, and 0 Abstained. The Motion passed.

Approved and adopted Wednesday, May 20, 2020



//Corwin Snow//

Corwin Snow, Secretary, Board of Directors  
Denton County Fresh Water Supply District No. 1-H