

SPECIAL SESSION
DENTON COUNTY FRESH WATER SUPPLY DISTRICT NO. 1-A
BOARD MEETING MINUTES
August 25, 2020

1. Call to Order.

The Board of Directors of Denton County Fresh Water Supply District No. 1-A convened, with attorney Ross Martin pursuant to an Order from the Governor suspending certain requirements of the Texas Open Act, the Board of Directors of Denton County Fresh Water Supply District No. 1-A (“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:

Gaylord S. O’Con, President	Scott Beard, Secretary/Treasurer
John Phillip Brosseau, Vice President	Kevin Egan, Assistant Secretary

Board Members Absent:

Jack Carlile, Assistant Secretary

Staff & Advisors in Attendance:

John Philip Brosseau, General Manager	Kristina Clark, Director of Administration
Ross Martin, Attorney, Winstead PC	Kimberly Studdart, Legal Asst.

Others in Attendance:

Brenda Martin, Annexation Liaison

2. Public communications and comments.

Mr. Martin opened the meeting for public communication and comment. No one present for any comments, so a motion was made to close the public comments section of the meeting.

Motion: Gaylord S. O’Con, President

Second: Kevin Egan, Assistant Secretary

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

Mr. Martin 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: Scott Beard, Secretary/Treasurer

Second: Gaylord S. O’Con, President

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

The Consent Agenda items considered were:

4. Approve Minutes of the July 21, 2020 meeting.

5. Approval of the General Manager’s report with regard, but not limited to the Monthly Unaudited Financial Reports and if applicable, the Quarterly Investment Report; Monthly Tax Collection Reports for all applicable Districts; Monthly Water and Sewer Reports for DCFWSD No. 1-A through DCFWSD No. 1-H; Monthly Construction Activity Reports; Ongoing Task List Items; 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 and for DCFWSD No. 1-C through 1-H.

7. Approve the Annual renewal application for Director Insurance and the Texas County & District Retirement System plan provisions and authorize the General Manager to execute same.

Mr. Martin asked the Board to renew the Insurance and the Texas County & District Retirement System Plan. After no further action a motion was made to accept the item.

Motion: Kevin Egan, Assistant Secretary

Second: Scott Beard, Secretary/Treasurer

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

8. Approve the Annual renewal of the Public Safety Agreement with the City of Lewisville and authorize the General Manager to execute same.

Mr. Martin asked the Board to renew the Public Safety Agreement with the City of Lewisville. After no further action a motion was made to accept the item.

Motion: Kevin Egan, Assistant Secretary

Second: Gaylord S. O’Con, President

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

ITEMS FOR INDIVIDUAL CONSIDERATION

9. Discuss and consider written Facilities Operating and Maintenance Budget comments from Denton County Fresh Water Supply District No’s. 1-B, 1-C, 1-D, 1-E, 1-F, 1-G, and 1-H, if applicable, and take any and all action
No action needed.

10. Review and approve final Facilities Operations and Maintenance Budget for the upcoming fiscal year 2020/21, discuss any proposed Service Rate Order amendments, and review of upcoming fiscal year debt service requirements as relates to budgeting, consider adding a policy/procedure for processing refunds under \$5.00, and take any and all action necessary.

Mr. Martin asked the Board to approve the Final Facilities Operations and Maintenance Budget for the upcoming fiscal year 2020/2021. After no further comments a motion was made to approve the item.

Motion: Kevin Egan, Assistant Secretary

Second: Gaylord S. O’Con, President

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

Mr. Martin spoke of the Rate Order amendment, review the upcoming fiscal year debt service requirements related to budgeting, and consider adding a policy/procedure for refunds under \$5.00. After no further comments the motion was table.

11. Review District Rules and Regulations and consider changes, and take any and all necessary action.
No action needed.

12. Review matters relating to pending or threatened litigation or employment matters and, if deemed necessary, adjourn to Executive Session to discuss same and consult with attorneys on such matters.

No action needed.

13. Reopen meeting, if necessary, and take any required formal action in connection with such litigation.

No action needed.

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

Refunds under \$5.00, Policy.

15. Adjournment.

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

Motion: John Phillip Brosseau, Vice President

Second: Gaylord S. O'Con, President

The votes were: 4 Yes, with 0 No, and 0 Abstained. The meeting adjourned.

Approved and adopted Tuesday, September 22, 2020



/s/ Scott Beard, Secretary

Scott Beard, Secretary, Board of Directors

Denton County Fresh Water Supply District No. 1-A