

SPECIAL SESSION
DENTON COUNTY FRESH WATER SUPPLY DISTRICT NO. 1-A
BOARD MEETING MINUTES
September 22, 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	Robert Flint, Chief Financial Officer
Kimberly Studdart, Legal Asst.	

Others in Attendance:

Brenda Martin, Annexation Liaison	Tiffany Darst, resident
Chris Sheehan, resident	

2. Public communications and comments.

Mr. Martin opened the meeting for public communication and comment. Mrs. Darst spoke of intersection being installed. After no further action a motion was made to close the public comments section of the meeting.

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.

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: John Phillip Brosseau, Vice 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 August 25, 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. Review and approve a minimum refund policy/procedure.

ITEMS FOR INDIVIDUAL CONSIDERATION

8. Review and approve a policy/procedure for processing refunds under \$5.00 and authorize such wording to be included in the District's Service Termination Authorization.

Mr. Martin asked to Board to review the policy/procedure for processing refunds under \$5.00 and to be included in the District's Service Termination Authorization. After no further comments a motion was made to accept the item.

Motion: John Phillip Brosseau, Vice President

Second: Gaylord S. O'Con, President

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

9. Consider and approve the annual CWD rate increase as per Contract Agreement.

Mr. Martin asked the Board to consider and approve the annual CWD rate increase. After no further comments a motion was made to approve the item.

Motion: John Phillip Brosseau, Vice President

Second: Kevin Egan, Assistant Secretary

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

1. Consider and discuss remediation project within the District and take any necessary action.

Mr. Martin from the Supplemental Agenda, Mr Martin explained the reasons why the District is repairing the slope for drainage. No action was taken.

10. 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.

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

No action needed.

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

No action needed.

13. Adjournment.

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

Approved and adopted Tuesday, October 20, 2020



/s/ Scott Beard, Secretary

Scott Beard, Secretary, Board of Directors

Denton County Fresh Water Supply District No. 1-A