

**SPECIAL SESSION**  
**DENTON COUNTY FRESH WATER SUPPLY DISTRICT NO. 1-H**  
**BOARD MEETING MINUTES**  
**January 21, 2020**

1. Call to Order.

The Board of Directors of Denton County Fresh Water Supply District No. 1-H convened, with attorney Ross Martin 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:

Patti Brown, Vice President

Corwin Snow, Secretary/Treasurer

Michael A. Clark, Assistant Secretary

Board Members Absent:

John Lessner, Assistant Secretary

Ralph Hunter, President

Staff & Advisors in Attendance:

John Philip Brosseau, General Manager

Kristina Clark, Director of Administration □

Ross Martin, Attorney, Winstead PC

Robert Flint, Chief Financial Officer

Joseph Ellis, Audit Senior, McCall Gibson

Others in Attendance:

2. Public communications and comments.

Mr. Martin opened the meeting for Public Communications and Comment. However, no one present cared to make a comment, so a motion was made to close the public comments section of the meeting.

Motion: Michael A. Clark, Assistant Secretary

Second: Corwin Snow, Secretary/Treasurer

The votes were: 3 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: Corwin Snow, Secretary/Treasurer

Second: Michael A. Clark, Assistant Secretary

The votes were: 3 Yes, with 0 No, and 0 Abstained. The Motion passed.

The Consent Agenda items considered were:

4. Adopt Minutes of the November 19, 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; 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 all the changes.

Motion: Patti Brown, Vice President

Second: Michael A. Clark, Assistant Secretary

The votes were: 3 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.

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

Motion: Corwin Snow, Secretary/Treasurer

Second: Michael A. Clark, Assistant Secretary

The votes were: 3 Yes, with 0 No, and 0 Abstained. The Motion passed.

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

Mr. Martin review and consider the Order Designating Offices Outside the District and authorize notice thereof After no further comments, a motion was made to pass the item.

Motion: Michael A. Clark, Assistant Secretary

Second: Corwin Snow, Secretary/Treasurer

The votes were: 3 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.

Mr. Martin review and consider on reset of the regular meeting dates, as on time, day and location. After no further comments, a motion was made to approve the item.

Motion: Michael A. Clark, Assistant Secretary

Second: Patti Brown, Vice President

The votes were: 3 Yes, with 0 No, and 0 Abstained. The Motion passed.

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.

Mr. Martin 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: Patti Brown, Vice President

Second: Michael A. Clark, Assistant Secretary

The votes were: 3 Yes, with 0 No, and 0 Abstained. The Motion passed.

12. Consider and adopt Order Calling Directors Election.

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

Motion: Michael A. Clark, Assistant Secretary

Second: Corwin Snow, Secretary/Treasurer

The votes were: 3 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. Martin review and consider the approval of repayment for Excess Capacity in the Lift Station

After no further comments, a motion was made to approve the item.

Motion: Michael A. Clark, Assistant Secretary

Second: Corwin Snow, Secretary/Treasurer

The votes were: 3 Yes, with 0 No, and 0 Abstained. The Motion passed.

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

No action 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: Corwin Snow, Secretary/Treasurer

Second: Michael A. Clark, Assistant Secretary

The votes were: 3 Yes, with 0 No, and 0 Abstained. The Motion passed.

Approved and adopted Tuesday, March 24, 2020



A handwritten signature in blue ink that reads "Corwin Snow".

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