

**SPECIAL SESSION  
DENTON COUNTY FRESH WATER SUPPLY DISTRICT NO. 1-C  
BOARD MEETING MINUTES  
March 24, 2020**

1. Call to Order.

The Board of Directors of Denton County Fresh Water Supply District No. 1-C convened, with attorney Sarah Landiak pursuant to an Order from the Governor suspending certain requirements of the Texas Open Meetings 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 described in the agenda.

Board Members in Attendance:

David Moore, President

Preston D. Freeman, Vice President

Debra D. Caskey, Secretary/Treasure

Albert Hodges, Assistant Secretary

Toby Hermesmeier, Assistant Secretary

Board Members Absent:

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 present cared to make so a motion was made to close the public comment section of the meeting.

Motion: David Moore, President

Second: Albert Hodges, Assistant Secretary

The votes were: 5 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 was made to approve the consent agenda, including all BIDS subject to attorney approval.

Motion: David Moore, President

Second: Albert Hodges, Assistant Secretary

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

4. Approve Minutes of January 21, February 18, and March 5, 2020 meetings.

It was noted that the 03/05/2020 Minutes were not available and therefore removed from the consent agenda.

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; Monthly Construction Activity Reports; and 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 the District.

### **ITEMS FOR INDIVIDUAL CONSIDERATION**

7. Confirm the closing of the sale of the District's \$4,550,000 Series 2020 Road Bonds on March 10, 2020.

Mr. Martin confirmed the closing and gave an update on the sale of the District's \$4,550,000 Unlimited Tax Road Bonds, Series 2020. No action was needed.

8. Review and approve Amended District Information Form and authorize filing of same with the Denton County Clerk and the Texas Commission on Environmental Quality ("TCEQ").

Mr. Martin reviewed the Amended District Information Form and filing of same with the Denton County Clerk and Texas Commission on Environmental Quality ("TCEQ"). He then asked for the Boards approval of such items.

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

Motion: Debra D. Caskey, Secretary/Treasure

Second: Albert Hodges, Assistant Secretary

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

9. Discuss and authorize the review of materials and the preparation of the District's Utility Bond Application to the TCEQ by Jones Heroy & Associates in conjunction with assistance from the District's General Manager, engineer, attorneys, and financial advisor.

Mr. Martin reviewed and asked for approval of the preparation of the District's Utility Bonds. After no further discussion a motion was made to approve the item.

Motion: Albert Hodges, Assistant Secretary

Second: Debra D. Caskey, Secretary/Treasure

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

10. Review letter confirming unopposed candidates and consider and adopt Order Declaring Unopposed Candidates Elected and Cancelling Directors Election.

Mr. Martin reviewed and asked for approval of the item. After no further discussion a motion was made to approve the item.

Motion: Albert Hodges, Assistant Secretary

Second: Debra D. Caskey, Secretary/Treasure

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

11. Consider election of officers to be effective May 2, 2020.

Mr. Martin reviewed and asked the Board to consider the slate of officers and any changes to be made. After no further discussion a motion was made to approve the following changes: President - Toby Hermesmeier, Vice President - Preston Freeman, Secretary/Treasurer - Debra Caskey, Assistant Secretary - David Moore, Assistant Secretary - Albert Hodges.

Motion: Albert Hodges, Assistant Secretary

Second: Debra D. Caskey, Secretary/Treasure

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

Park Improvements.

12. Consideration and possible action with respect to any actions to be taken in response to the COVID-19 disaster. Mr. Brosseau reviewed the item and updated the Board on the precautions being made. 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: David Moore, President

Second: Albert Hodges, Assistant Secretary

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

Approved and adopted Wednesday, April 22, 2020



//Debra Caskey//

Debra Caskey, Secretary/Treasurer, Board of Directors  
Denton County Fresh Water Supply District No. 1-C