

**SPECIAL SESSION
DENTON COUNTY FRESH WATER SUPPLY DISTRICT NO. 1-E
BOARD MEETING MINUTES
April 21, 2021**

1. Call to Order.

The Board of Directors of Denton County Fresh Water Supply District No. 1-E 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-E (“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:

Seth Higgins, President

Steven Minear, Vice President

John Deihl, Secretary

Randal Winkler, Assistant Secretary

Jack Wrigley, Treasurer/Asst. Secy.

Board Members Absent:

Staff & Advisors in Attendance:

John Philip Brosseau, General Manager

Sarah Landiak, Attorney, Winstead PC

Kristina Clark, Director of Administration

Robert Flint, Chief Financial Officer

Others in Attendance:

Brenda Martin, Annexation Liaison

Vicki Hahn, Winstead PC

2. Public Communications and Comments - No action needed.

3. Opening Remarks. A. Staff B. Presentations - No action needed.

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: Seth Higgins, President

Second: Steven Minear, Vice President

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

The Consent Agenda items considered were:

4. Approve Minutes of the March 17, 2021 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, Monthly Construction Activity Reports; and 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. Discuss and tentatively agree on two (2) separate proposed District hearing dates (in conjunction with the May and June Board meetings) on the proposed Third Amendment to Strategic Partnership Agreement Between the City of Lewisville, Texas and Denton County Fresh Water Supply District Nos. 1-A through 1-H – one of which hearings will be within the District and authorize notice of same to be included on the agendas of such meetings and in any other manner as deemed appropriate.

Mrs. Landiak asked the Board members to agree on the following dates May 19 and June 16 at the workout room for the Public Hearings on the Third Amendment to the Strategic Partnership Agreement between City of Lewisville and Denton County FWSD 1-a through 1-H. After no further comments a motion was made to approve the item.

Motion: Randal Winkler, Assistant Secretary

Second: Seth Higgins, President

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

8. Review and approve Amended Order Establishing Records Management Program and Appointing Records Management Officer.

Mrs. Landiak asked the Board to consider and approve the Amended Order Establishing a Management Program and a Appointing Records Management Officer. After no further discussion a motion was made to approve the item.

Motion: Steven Minear, Vice President

Second: Jack Wrigley, Treasurer/Asst. Secy.

The votes were: 5 Yes, with 0 No, and 1 Abstained. The Motion passed.

9. Discuss annual Cybersecurity Training for directors to be completed on or before June 14th.
no action needed

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

11. Adjournment.

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

Motion: Jack Wrigley, Treasurer/Asst. Secy.

Second: Steven Minear, Vice President

The votes were: 5 Yes, with 0 No, and 0 Abstained. The meeting adjourned.

Approved and adopted Wednesday, May 19, 2021



/s/ John Deihl, Secretary

John Deihl, Secretary, Board of Directors

Denton County Fresh Water Supply District No. 1-E