

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

1. Call to Order.

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

Tanya Carlis, President

Sherri Ballard, Assistant Secretary

Katrina W English, Vice President

Jacob Molnar, Assistant Secretary/Treasure

Board Members Absent:

Open Position, Secretary/Treasurer

Staff & Advisors in Attendance:

John Philip Brosseau, General Manager

Kristina Clark, Director of Administration

Sarah Landiak, Attorney, Winstead PC

Robert Flint, Chief Financial Officer

Others in Attendance:

Vicki Hahn, Winstead PC

2. Public Communications and Comments.

No action was needed.

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: Tanya Carlis, President

Second: Katrina W English, 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 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 and 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 in the District 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: Katrina W English, Vice President

Second: Jacob Molnar, Assistant Secretary/Treasure

The votes were: 4 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: Tanya Carlis, President

Second: Katrina W English, Vice President

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

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

10. Discuss notification by Director Sherri Ballard of proposed resignation from the Board due to anticipated sale of home and move from the District and discuss plans for securing replacement.  
No action was needed.

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

12. Adjournment.

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

Motion: Jacob Molnar, Assistant Secretary/Treasure

Second: Tanya Carlis, President

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

Approved and adopted: Wednesday, May 19, 2021



/s/ Sherri Ballard, Assistant Secretary

Sherri Ballard, Assistant Secretary, Board of Directors,  
Denton County Fresh Water Supply District No. 1-F