

**REGULAR SESSION**  
**DENTON COUNTY FRESH WATER SUPPLY DISTRICT NO. 1-H**  
**BOARD MEETING MINUTES**  
**April 20, 2021**

**1. Call to Order.**

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

Ralph Hunter, President	John Lessner, Assistant Secretary
Patti Brown, Vice President	Corwin Snow, Secretary/Treasurer
Michael A. Clark, Assistant Secretary	

**Board Members Absent:**

**Staff & Advisors in Attendance:**

Ross Martin, Attorney, Winstead PC	Robert Flint, Chief Financial Officer
Kristina Clark, Director of Administration	

**Others in Attendance:**

Brenda Martin, Annexation Liaison	Vicki Hahn, Winstead PC
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**2. Public communications and comments.**

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

Motion: Ralph Hunter, President

Second: John Lessner, 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.**

**4. Approve Minutes of the March 16, 2021 meeting.**

Mr. Martin asked the Board to approve the Minutes from the March 16 meeting. Director Hunter abstained as he was not in attendance. After no further comments a motion was made to approve the Minutes.

Motion: Corwin Snow, Secretary/Treasurer

Second: Michael A. Clark, Assistant Secretary

The votes were: 4 Yes, with 0 No, and 1 Abstained. The Motion passed.

### 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: Ralph Hunter, President

Second: Corwin Snow, Secretary/Treasurer

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

The Consent Agenda items considered were:

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. 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.

Mr. Martin asked the Board members to agree on the following dates May 18 and June 15 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: Ralph Hunter, President

Second: Corwin Snow, Secretary/Treasurer

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.

Mr. Martin 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: Ralph Hunter, President

Second: John Lessner, Assistant Secretary

The votes were: 5 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 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: Ralph Hunter, President

Second: Corwin Snow, Secretary/Treasurer

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

Approved and adopted Tuesday, May 18, 2021



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

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