

**MINUTES OF THE MEETING
OF THE
BOARD OF DIRECTORS**

THE STATE OF TEXAS §

COUNTY OF KAUFMAN §

KAUFMAN COUNTY FRESH WATER SUPPLY DISTRICT NO. 1-F §

The Board of Directors (the "Board") of Kaufman County Fresh Water Supply District No. 1-F (the "District") met in special session by audio conference, open to the public, on Monday, April 13, 2020 at 12:00 noon (the "Meeting").

Ms. Sarah Landiak, attorney for the District, announced that the Meeting would be conducted by audio conference to mitigate the spread of COVID-19. Ms. Landiak stated that the Governor of the State of Texas has declared a state of disaster for all counties in the State of Texas. In accordance with said declaration, Ms. Landiak confirmed that Meeting participants would observe guidance provided by the Texas Attorney General's office to suspend certain requirements of the Texas Open Meetings Act. Ms. Landiak next stated that (i) Notice of the Meeting was given in accordance with Chapter 551, Government Code, and Chapter 49, Texas Water Code; (ii) the Meeting was being conducted in a transparent and accessible manner; (iii) Meeting packets were distributed to all participants and made available to the public; and (iv) the Meeting would be recorded and available for electronic distribution upon request.

The roll was called of the members of Board to wit:

Chris Rutledge	President
Craig Teal	Vice President
Christina Cecil	Secretary
Jill Hale	Treasurer/Assistant Secretary
Joe Bittner	Assistant Secretary

All members of the Board were present at the commencement of the meeting. Also participating were: Mr. RL Lemke, developer representative; Ms. Karena Hauter, P.E. of BGE Inc.; Mr. Cameron Robinson of Inframark; Ms. Brandi Galindo of Dye & Toverly LLC ("D&T"); Ms. Sarah Landiak, attorney, and Ms. Genny Lutzell, paralegal, each with Winstead PC.

1. Call to Order. The Meeting was called to order at 12:03 p.m.
2. Public Communication and Comment. Ms. Landiak opened the meeting for public communication and comment. Hearing none, Director Teal moved that the Board close the public communication and comment session of the meeting. Director Cecil seconded said motion, which carried unanimously.

3. Minutes of February 11, 2020 Organizational Meeting. Following a discussion, Director Rutledge moved that the Board approve the Minutes of the February 11, 2020, Board of Directors Organizational Meeting. Director Cecil seconded said motion, which carried unanimously.

4. Adopt Order Postponing Confirmation, Directors, Utility Bond Election, Utility Refunding Bond Election, Road Bond Election, Road Refunding Bond Election, and Maintenance Tax Election (“Order Postponing May 2, 2020 Election”). Ms. Landiak stated that Governor Greg Abbott has issued a proclamation suspending certain provisions of the Texas Election Code and Texas Water Code to allow political subdivisions such as the District to postpone an election to the November 3, 2020 uniform election date. In that regard, Ms. Landiak reviewed with the Board the provisions of a draft Order Postponing May 2, 2020 Election, a copy of which is attached hereto as Exhibit “A”. Following a discussion, Director Rutledge moved that the Board (i) adopt the Order Postponing May 2, 2020 Election; and (ii) authorize District counsel to provide notice of said postponement, as required. Director Cecil seconded said motion, which carried unanimously.

5. Engineer Report. Ms. Hauter stated that she was available to answer questions from the Board. Hearing none, no formal action was taken by the Board.

6. Operator Report. Mr. Robinson stated that he was available to answer questions from the Board. Hearing none, no formal action was taken by the Board.

7. Developer Report. Mr. Lemke stated that he had no updates at this time. No formal action was taken by the Board.

8. Bookkeeping Report. Ms. Toverly reviewed with the Board copies of a Bookkeeper’s Report dated April 13, 2020, a copy of which is attached hereto as Exhibit “B”. Next, Ms. Toverly discussed with the Board a proposed engagement letter from D&T for preparation of annual financial reports for submission to the Texas Commission on Environmental Quality, as required, a copy of which is attached hereto as Exhibit “C”. Following a discussion, Director Rutledge moved that the Board (i) approve the bookkeeping report, (ii) authorize payment of bills presented by checks drawn on the District’s accounts as listed thereon, and (iii) approve the engagement letter with D&T as presented. Director Teal seconded said motion, which carried unanimously.

9. Authorize Bookkeeper to Disburse Funds. Ms. Landiak discussed the matter with the Board, noting that pursuant to Section 49.151(a) Texas Water Code, the Board of Directors typically disburses funds by checks, draft, order, or other instruments signed by a majority of the Directors. Next, Ms. Landiak stated that due to the current suspension of in-person meetings of political subdivisions such as the District, the Board may elect to authorize the bookkeeper to sign disbursements. Following a discussion, Director Rutledge moved that the Board authorize the bookkeeper to sign disbursements on behalf of the Board of Directors of the District, noting that said authorization would terminate upon motion of the Board when the declared State of Disaster ceases. Director Hale seconded said motion, which carried unanimously.

There being no further business to conduct, Director Teal moved that the meeting be adjourned at 12:14 p.m. Director Rutledge seconded said motion, which carried unanimously. The Board adjourned until further call.

APPROVED AND ADOPTED this 11th day of August, 2020.

Jill Hale

Jill Hale, Assistant Secretary

