



# MINUTES

## UPPER TRINITY REGIONAL WATER DISTRICT BOARD OF DIRECTORS MEETING

August 4, 2016

### REGULAR SESSION BOARD MEETING

1. Call to Order

The Board of Directors of the Upper Trinity Regional Water District convened, with President Vanzant presiding, at 1:05 P.M. on Thursday, August 4, 2016, at the UTRWD Board Meeting Room, 900 N. Kealy, Lewisville, TX 75057.

2. Roll Call and confirm Quorum

The attendance of the Board of Directors was taken. A quorum was present for the meeting.

**Board Members in Attendance:**

Lance Vanzant, President, Celina  
Ramiro Lopez, Secretary, Irving  
Brian Roberson, Aubrey  
Janet Aune, Copper Canyon  
Timothy Fisher, Denton  
Johnny Harris, Denton County  
Kevin Mercer, DCFWSD #7  
Kenneth Parr, Flower Mound  
Virginia Blevins, Justin  
Scott Ingalls, Pilot Point  
Frank Jaromin, Prosper

Gary Calmes, Treasurer, Krum  
Troy Norton, Argyle  
Del Knowler, Bartonville  
Cody Collier, Corinth  
Jean Campbell, Denton County At-Large  
Kristina Clark, DCFWSD #1A  
Dick Cook, Double Oak  
Richard Lubke, Highland Village  
Lathan Watts, Lewisville  
Michael Anderson, Ponder  
Mike Brice, Sanger

**Absent:**

Chris Boyd, Vice President, Mustang SUD \*

Mike Fairfield, Lake Cities MUA \*

**Staff & Advisors in Attendance:**

Thomas E. Taylor, Executive Director  
Larry Patterson, Deputy Executive Director  
Tom Snyder, Ass't Director / Eng & Const  
Jody Zabolio, Ass't Director / Operations  
Lester Harris, Accounting Manager  
Mark Skaggs, IT Administrator  
Blake Alldredge, Water Resources Specialist  
Rob Collins, Bond Counsel

John F. Boyle, Jr., General Counsel  
Bill Greenleaf, Director / Business Services  
Nancy Tam, Assistant to Executive Director  
Jason Pierce, Mgr/Watershed & Contract Svc  
Jan Morris, Budget Manager  
Dustin Wright, IT Specialist  
David Medanich, Financial Advisor

**Others in Attendance:**

Richard Huckaby, Past President  
Jason Voight, APAI  
Leticia Gomar, Carollo Engineers

Alan Tucker, APAI  
Glen Middleton, Carollo Engineers

3. Pledge of Allegiance and Invocation

Pledge of Allegiance: Richard Huckaby

Invocation: Lance Vanzant

4. Opening Remarks:

A. President's Remarks concerning conduct of the meeting, posted agenda items, committee assignments, and related matters.

None.

B. Executive Director's Status Report about legislation and regulatory matters, about budgets, current projects and on-going programs of the District, including: the Regional Water System, Water Resource Development, Regional Water Reclamation Systems, Watershed Protection and Water Conservation.

- On August 3, a briefing was provided to Irving City Council Committee concerning Chapman Lake Project, Lake Ralph Hall Project and how the District is working with Irving. Taylor provided a map of the overall project and the current focus area where plans are being developed for Irving to transport Lake Ralph Hall water through the existing pipeline from Chapman Lake.

Ramiro Lopez expressed his appreciation to Mr. Taylor for attending the Council Committee meeting. It was a very productive meeting about what is happening with Upper Trinity and the importance of Lake Ralph Hall to this region. And, the Council will be interested in future updates as more information is available.

- Regarding the water right permitting process by the State and Federal, numerous complaints are being received by various sources. There is a growing realization that two things need to happen about water: 1) need to expedite the 10+ years process of getting permits. 2) need to expedite the coordination between the State (Texas Water Development Board) and the EPA and the Corp of Engineers. Larry Patterson presented a video regarding a new initiative by the three agencies to streamline the review process for 404 permits.
- Regarding the current Doe Branch Plant construction project, the Contractor keeps extending the Operational Date. We are keeping pressure on the contractor to perform; but, there are limits on the District's ability to affect an independent contractor's works. However, the project is still within budget and the work quality is generally good.

Jody Zabolio added that it has been a frustrating project. We are in the finishing stages of the project, and he is hopeful that by next Board Meeting the plant will be operational.



- To keep up with growth, Mustang has requested new delivery points for both Water and Wastewater as soon as possible. Costs to start these projects will be included in the 2016-17 budget.

C. Presentations about awards, recognitions, achievements, etc. of the District, Board Members, Member Entities and Staff.

None.

5. Visitor Comments Concerning Agenda Topics.

None.

### **CONSENT AGENDA**

President Vanzant asked for a motion to approve the items in the Consent Agenda. **Richard Lubke made a motion to approve the Consent Agenda items. Seconded by Dick Cook.** The votes were all Yes. Motion passed. The approved items were:

6. Adopt minutes of July 7, 2016 Board Meeting.
7. Accept Monthly Management Report for the period ended June 30, 2016.
8. Accept Quarterly Investment Report for the period ended June 30, 2016.
9. Authorize renewal of contract with City of Fort Worth for disposal of Household Hazardous Waste collected under Upper Trinity's Program.

### **ITEMS FOR INDIVIDUAL CONSIDERATION**

10. Consider Resolution of Appreciation for Richard H. Huckaby's Distinguished Service as a Board Member and Officer.

Rich Lubke read the proposed Resolution of Appreciation. Mr. Huckaby has been serving 23 years as a Board Member and Officer of the Board. He has helped the District make steady progress in fulfillment of the regional mandate – and, in particular, to achieve a more dependable long-term water supply.

**Richard Lubke made a motion to approve the Resolution of Appreciation as presented. Seconded by Virginia Blevins.** The vote was all Yes. Motion carried.

Huckaby expressed his appreciation to the Board and staff... and that he is proud to serve for this dynamic organization.

11. Receive Briefing by Consultant and Staff concerning the Greenbelt Master Plan for Denton County.

The Denton County Greenbelt Plan is nearing completion. The purpose of the plan is to identify important greenbelt areas and riparian assets within the County, and to create a common vision for voluntary participation in preserving these irreplaceable assets. The plan

recommends greenbelt corridors and priority areas and will serve as a goal for greenbelt preservation – for voluntary participation and implementation.

Blake Alldredge, Water Resource Specialist and Jason Voight, Alan Plummer Associates provided the briefing to the Board. A draft of the final report will be released soon to allow cities, Denton County and other stakeholders (including developers, etc.) the opportunity to comment and provide feedback. Comments will be due in about a month after the draft report is released. Staff encouraged the Board to review the Plan and provide input including the maps being developed as part of the plan.

President Vanzant suggested to also seek recommendations from the Conservation Trust, and to include interaction with developers to allow them to see the benefit of the proposed Greenbelt Plan. No Board action required at this time.

12. Consider Bond Resolution authorizing the issuance and sale of Upper Trinity Regional Water District – Northeast Regional Water Reclamation System Revenue Bonds, Series 2016 in an Aggregate Principal Amount of \$11,650,000 related to financial assistance from the Texas Water Development Board (D-Funds Program). **(Weighted Capital Vote)**

Regarding the expansion of the Riverbend Plant, the Financing Agreement with the Texas Water Development Board (TWDB) was approved at the June Board meeting. The proposed Bond Resolution for the bond issue (\$11,650,000) will be an attachment to the already approved Financing Agreement with TWDB.

Key provisions are included in the Bond Resolution and reflects mutual agreement by TWDB, District Staff, Bond Counsel and the Financial Advisor.

Staff recommends approval of the Bond Resolution, subject to any non-substantive changes mutually agreed with TWDB prior to final execution. **Tim Fisher made a motion to approve Item No. 12 as recommended by staff. Seconded by Del Knowler.** The *Weighted Capital Vote* proceeded as follows: The vote was 36 Yes, 0 No. Motion carried.

ENTITY	ELIGIBLE WEIGHTED VOTE	YES	NO	ABSENT
ARGYLE – Norton	1	1		
AUBREY - Roberson	1	1		
BARTONVILLE – Knowler	1	1		
CELINA – Vanzant	1	1		
CORINTH – Collier	3	3		
DENTON (CITY) – Fisher	2	2		
DC AT-LARGE - Campbell	1	1		
DCFWS #1A – Clark	2	2		
DCFWS #7 – Mercer	2	2		
DOUBLE OAK – Cook	1	1		



FLOWER MOUND – Parr	9	9	
HIGHLAND VILLAGE – Lubke	2	2	
IRVING – Lopez	2	2	
JUSTIN – Blevins	1	1	
KRUM - Calmes	1	1	
LAKE CITIES MUA – Fairfield	2		2
LEWISVILLE – Watts	2	2	
MUSTANG SUD - Boyd	2		2
PILOT POINT - Ingalls	1	1	
PONDER – Anderson	1	1	
PROSPER - Jaromin	1	1	
SANGER – Brice	1	1	
TOTAL	40	36	4

13. Consider resolution authorizing acceptance of completed work, final payment and release of retainage for construction contracts awarded to: **(Weighted Capital Vote)**

- A. Red River Construction Co. for construction of Zebra Mussel Mitigation Project at Lewisville Lake Raw Water Intake, including approval of final change order.

At the December 2014 meeting, the Board authorized award of a construction contract in the amount of \$699,600.00 to Red River Construction Co. for the construction of Zebra Mussel Mitigation Project at Lewisville Lake Raw Water Intake.

All work has been completed in accordance with the plans, specifications and change orders except for minor punch list items. The District’s consultant, Lockwood, Andrews & Newnam, Inc. and staff recommend that the Board approve Change Order No. 4, accept the project as complete, and authorize final payment, including release of retainage, pending completion of minor punch list items.

- B. Eloy Construction Interiors, LLC for the renovation of 802 N. Kealy, Lewisville, TX.

Regarding the renovation of 802 N. Kealy, at the April Board meeting, the Board authorized advertising for construction bids for the renovation project. Eloy Construction Interiors, LLC was selected as best and low bid in December 2015 for the renovation project.

All work has been completed in accordance with plans, specifications and change order. District’s architect, William Peck & Associated, Inc. and staff recommend that the Board approve and accept the project as complete, and authorize final payment, including release of retainage.



**Scott Ingalls made a motion to approve Item Nos. 13.A. & B. as recommended by staff. Seconded by Gary Calmes. The Weighted Capital Vote proceeded as follows: The vote was 36 Yes, 0 No. Motion carried.**

ENTITY	ELIGIBLE WEIGHTED VOTE	YES	NO	ABSENT
ARGYLE – Norton	1	1		
AUBREY - Roberson	1	1		
BARTONVILLE – Knowler	1	1		
CELINA – Vanzant	1	1		
CORINTH – Collier	3	3		
DENTON (CITY) – Fisher	2	2		
DC AT-LARGE - Campbell	1	1		
DCFWS #1A – Clark	2	2		
DCFWS #7 – Mercer	2	2		
DOUBLE OAK – Cook	1	1		
FLOWER MOUND – Parr	9	9		
HIGHLAND VILLAGE – Lubke	2	2		
IRVING – Lopez	2	2		
JUSTIN – Blevins	1	1		
KRUM - Calmes	1	1		
LAKE CITIES MUA – Fairfield	2			2
LEWISVILLE – Watts	2	2		
MUSTANG SUD - Boyd	2			2
PILOT POINT - Ingalls	1	1		
PONDER - Anderson	1	1		
PROSPER - Jaromin	1	1		
SANGER – Brice	1	1		
TOTAL	40	36		4

14. Authorize the Executive Director to enter into an agreement with Smith Pump Company, Inc. for the purchase and installation of two larger pumps for the Harpool Plant finished water pump station. (Weighted Capital Vote)

The northeast service area for the Harpool Plant is experiencing significant growth, and expected to continue for many years. To meet future demands, additional pump station and plant upgrades will need to be phased over the next several years. However, for immediate



pumping improvements to meet the expected 2017 demands, using a cooperative purchasing agreement is recommended.

Staff and Carollo Engineering recommended the Board to authorize the Executive Director to enter into an agreement with Smith Pump Company, Inc. through a Buyboard Cooperative Purchasing Agreement in the amount of \$682,600 for the purchase and installation of two larger pumps for the Harpool Plant finished water pump station. The Regional Treated Water System CIP Budget includes sufficient funds for these improvements.

**Frank Jaromin made a motion to approve Item No. 14 as recommended by staff. Seconded by Troy Norton. The Weighted Capital Vote proceeded as follows. The votes were 36 Yes, 0 No. Motion carried.**

ENTITY	ELIGIBLE WEIGHTED VOTE	YES	NO	ABSENT
ARGYLE – Norton	1	1		
AUBREY - Roberson	1	1		
BARTONVILLE – Knowler	1	1		
CELINA – Vanzant	1	1		
CORINTH – Collier	3	3		
DENTON (CITY) – Fisher	2	2		
DC AT-LARGE - Campbell	1	1		
DCFWS #1A – Clark	2	2		
DCFWS #7 – Mercer	2	2		
DOUBLE OAK – Cook	1	1		
FLOWER MOUND – Parr	9	9		
HIGHLAND VILLAGE – Lubke	2	2		
IRVING – Lopez	2	2		
JUSTIN – Blevins	1	1		
KRUM - Calmes	1	1		
LAKE CITIES MUA – Fairfield	2			2
LEWISVILLE – Watts	2	2		
MUSTANG SUD - Boyd	2			2
PILOT POINT - Ingalls	1	1		
PONDER - Anderson	1	1		
PROSPER - Jaromin	1	1		
SANGER – Brice	1	1		
TOTAL	40	36		4



15. Consider approval of District's share of cost to oversize a planned Northlake water pipeline along Florence Road, as provided in the existing Agreement between Town of Northlake and the District for shared capacity in water pipeline. (Weighted Capital Vote)

In April, the Board approved an agreement with the Town of Northlake to share construction cost to oversize a certain water pipeline - - generally north along Florence Road from FM 407 to a new development near Yarborough Lane. The Agreement provides for Upper Trinity to have the opportunity to review and approve the oversize cost.

Agreement with Northlake, provides oversize capacity (12-inch to 16-inch) anticipated to provide up to 1 MGD. District to pay oversize cost. Northlake obligated to repurchase District's capacity when no longer needed by District. Construction bids were received and based on the apparent low bid, the District's share of oversize cost is estimated to be \$354,416.04. The amount is the marginal cost to increase the pipe size, including a ten percent allowance to cover Northlake's cost to design, oversee and maintain the oversized pipeline.

**Kevin Mercer made a motion to approve the District's share of cost to oversize a planned Northlake water pipeline along Florence Road in the amount of \$354,416.04 as provided in the existing agreement. Seconded by Rich Lubke. The Weighted Capital Vote proceeded as follows: The votes were 26 Yes, 10 No (Flower Mound, Prosper). Motion carried.**

ENTITY	ELIGIBLE WEIGHTED VOTE	YES	NO	ABSENT
ARGYLE – Norton	1	1		
AUBREY - Roberson	1	1		
BARTONVILLE – Knowler	1	1		
CELINA – Vanzant	1	1		
CORINTH – Collier	3	3		
DENTON (CITY) – Fisher	2	2	Abstained	
DC AT-LARGE - Campbell	1	1		
DCFWSO #1A – Clark	2	2		
DCFWSO #7 – Mercer	2	2		
DOUBLE OAK – Cook	1	1		
FLOWER MOUND – Parr	9		9	
HIGHLAND VILLAGE – Lubke	2	2		
IRVING – Lopez	2	2		
JUSTIN – Blevins	1	1		
KRUM - Calmes	1	1		
LAKE CITIES MUA – Fairfield	2			2
LEWISVILLE – Watts	2	2		





MUSTANG SUD - Boyd	2			2
PILOT POINT - Ingalls	1	1		
PONDER - Anderson	1	1		
PROSPER - Jaromin	1		1	
SANGER – Brice	1	1		
TOTAL	40	26	10	4

16. Executive Session concerning granting or acquisition of easements, rights-of-way and other property for Water Resource Development or for Regional Treated Water System, pursuant to Texas Government Code, Section 551.072, according to location maps of the projects available in the District Office; and regarding water rights and related permits; and, meeting with legal counsel pursuant to Texas Government Code, Section 551.071 relative to a matter in which the attorney is required under the Texas Disciplinary Rules of Professional Conduct to convey advice in Executive Session.

None.

17. Consider action on property matters, some of which may have been discussed in Executive Session. (Weighted Capital Vote)

None.

18. Review potential agenda items, activities and announcements for future Board meetings.

None.

19. Visitor Comments Concerning Non-Agenda Topics.

None.

20. Adjournment.

The meeting was adjourned by President Vanzant at 2:50 PM.

Recorded By:   
 Nancy T. Tam, Assistant Secretary, Board of Directors

Certified By:   
 Ramiro Lopez, Secretary, Board of Directors

