



MINUTES

UPPER TRINITY REGIONAL WATER DISTRICT BOARD OF DIRECTORS MEETING

December 3, 2015

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 12:55 P.M. on Thursday December 3, 2015, 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
Gary Calmes, Treasurer, Krum
Troy Norton, Argyle
Janet Aune, Copper Canyon
Timothy Fisher, Denton
Jean Campbell, Denton County At-Large
Kevin Mercer, DCFWSD #7
Kenneth Parr, Flower Mound
Mike Fairfield, Lake Cities MUA
Richard Huckaby, Ponder

Chris Boyd, Vice President, Mustang SUD
Ramiro Lopez, Secretary, Irving
Del Knowler, Bartonville
Cody Collier, Corinth
Johnny Harris, Denton County
Jerry Benetato, DCFWSD #1A
Dick Cook, Double Oak
Richard Lubke, Highland Village
Scott Ingalls, Pilot Point

Absent:

Virginia Blevins, Justin *
Frank Jaromin, Prosper *

Lathan Watts, Lewisville *
Mike Brice, Sanger *

Vacant: Aubrey

* Excused Absence

Staff & Advisors in Attendance:

Thomas E. Taylor, Executive Director
Larry Patterson, Deputy Executive Director
Nancy Tam, Assistant to Executive Director
Jason Pierce, Mgr / Watershed & Contrct Srvc
Jan Morris, Budget Manager
Dustin Wright, MI

John F. Boyle, Jr., General Counsel
Tom Snyder, Ass't Director / Eng & Const
Jody Zabolio, Ass't Director / Operations
Lester Harris, Accounting Manager
Mark Skaggs, IT Administrator

Others in Attendance:

Alan Tucker, APAI
Brian Roberson, Providence Village

Steve Teaff, Pro Star Energy
Bill Peck, William Peck & Associates, Inc.

3. Pledge of Allegiance and Invocation

Pledge of Allegiance: Lance Vanzant

Invocation: Johnny Harris

Richard Lubke arrived meeting at 1:01 P.M.

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 and Watershed Protection.

- With new rainfall records over the Thanksgiving Holiday; there were lots of I&I (Infiltration & Inflow) in the wastewater system. I&I is mostly stormwater. Doe Branch Lift Station overflowed and it was contained in a pit on the Plant site – and is being pumped back into the system. All participants were notified to be vigilant in enforcing best practices to prevent I&I.
- As part of a water conservation program, NTMWD, Dallas, TRWD & Upper Trinity are working with NCTCOG to develop Landscape Guidelines for use by cities - - a model ordinance, a tool kit and best practices to facilitate a regional consensus for landscape strategies. We will know in a month or so if the parties are interested in moving forward on this project.
- The District is coordinating with Northlake regarding a potential oversize of pipeline being constructed by Northlake. It could be an interim measure to serve Ponder when needed. Northlake needs to know by February. Mr. Taylor has talked with Mr. Richard Huckaby, the Board Representative for Ponder, and he feels it is worth looking into, and would like the Town of Ponder to consider this offer.

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

President Vanzant recognized Mr. John F. Boyle, Jr., General Counsel for the District. He recently received a special Award for *Longevity and Service to a Community*. He has been the City Attorney for the City of Grapevine for 43 years. Mr. Boyle has also served as General Counsel for the District since inception. President Vanzant congratulated Mr. Boyle on his outstanding achievement.

5. Visitor Comments Concerning Agenda Topics.

None.



CONSENT AGENDA

President Vanzant asked for a motion to approve the items in the Consent Agenda. **Rich Lubke made a motion to approve the Consent Agenda Items. Seconded by Johnny Harris.** The votes were all Yes. Motion carried. The approved items were:

- 6. Adopt minutes of November 3, 2015 Board Meeting.
- 7. After annual review, authorize renewal of existing District Investment Policy, with a minor clarification.
- 8. Consider authorizing the Executive Director to enter into the following agreements with:
 - A. Prime Controls, LP for purchase of SCADA System Maintenance and Repair Services.
 - B. Polydyne Inc. to purchase Cationic Polyacrylamide Emulsion (Polymer) for use in the wastewater treatment process at the Lakeview and Riverbend Plants.
- 9. Receive report of construction change orders approved by staff.

ITEMS FOR INDIVIDUAL CONSIDERATION

- 10. Review bids for renovation of a portion of District building at 802 N. Kealy Avenue to provide for office space, and take appropriate action. **(Weighted Capital Vote)**

Larry Patterson presented the update. The Building Committee (Rich Lubke, Kevin Mercer and Virginia Blevins) is overseeing this project, which includes renovating a portion of the building at 802 Kealy for office space, storage, training and various functions as needed. The District received three bids, ranging from \$499,268 to \$755,000. Approximately 6,600 sq. ft. will be renovated for the District’s use. The budget will not need to be amended - - funding is provided in the budget.

According to Bill Peck, Architect for the renovation, the low bidder Eloy Construction Interiors, LLC, is a company he has worked with many times, a local company, which specializes in interior finish.

Jean Campbell arrived at 1:16 P.M.

The Building Committee, architect and staff recommend award of this contract for renovation of 802 Kealy in the amount \$499,268 to Eloy Construction Interiors, LLC. **Rich Lubke made a motion to approve Item No. 10 as recommended. Seconded by Kevin Mercer.** The *Weighted Capital Vote* proceeded as follows with votes being 34 Yes, 0 No. Motion carried.

ENTITY	ELIGIBLE WEIGHTED VOTE	YES	NO	ABSENT
ARGYLE – Norton	1	1		
AUBREY - vacant - 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 – Benetato	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 - Huckaby	1	1	
PROSPER - Jaromin	1		1
SANGER – Brice	1		1
TOTAL	39	34	5

11. Consider resolution authorizing acceptance of completed work, final payment and release of retainage for construction contract awarded to Carollo Design Build Group for construction of certain process improvements, including new sludge holding tank, at Riverbend Water Reclamation Plant. (Weighted Capital Vote)

The work has been completed, and this is a routine close-out of a completed job. Staff recommends approval. **Troy Norton made a motion to approve Item No. 11 as recommended. Seconded by Chris Boyd.** The *Weighted Capital Vote* proceeded as follows with votes being 34 Yes with 0 No. Motion carried.

ENTITY	ELIGIBLE WEIGHTED VOTE	YES	NO	ABSENT
ARGYLE – Norton	1	1		
AUBREY - vacant - 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 – Benetato	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 - Huckaby	1	1	
PROSPER - Jaromin	1		1
SANGER – Brice	1		1
TOTAL	39	34	5

12. Consider approval of resolution to authorize the Executive Director to file an application with the Texas Commission on Environmental Quality for an extension of the time stipulated in the water rights permit for construction to commence on proposed Lake Ralph Hall.

The Default Provision in most Water Rights Permits is that construction on the project must begin within 2 years. This is an effort of the State to prevent people from stock piling permits. In the District's case, the permit is still on appeal. We could not have gotten the project started with the 2-year time frame. This is a routine extension, with Staff recommending approval of the application for a 2-year extension. **Mike Fairfield made a motion to approve Item No. 12 as recommended. Seconded by Jerry Benetato.** The votes were all Yes, 1 No (Flower Mound). Motion passed.

13. Receive briefing by staff related to status of Doe Branch Plant construction project.

Jody Zabolio, Project Engineer provided an update and presentation on the status of the Doe Branch Plant project. This is one of the larger projects of the District. The recent heavy rainfall has made it difficult on construction, causing a delay. We are working with the contractor to figure ways that we can keep the main treatment components of the project on track so we can complete this project - - hopefully, by early spring next year. Even with the delays, the project continues to be within budget.

14. Authorize the Executive Director to select an Electric Energy Service Provider, establish terms, conditions and rates, and enter into an Electric Energy Services Agreement according to specific parameters for electrical service for the Taylor Regional Water Plant and Intake, the Non-Potable Water System and Lakeview Regional Water Reclamation System for a period of 24 months (May 2018 through April 2020).



According to Pro-Star’s most recent pricing update, the District’s could expect a low per kilowatt price of between \$0.038 to \$0.040. Staff recommends the Board to authorize the Executive Director to select an Electric Energy Service provider, establish terms, conditions and rates, and enter into an Agreement at a rate not-to-exceed \$0.04 per kilowatt-hour. **Ramiro Lopez made a motion to approve Item No. 14. as recommended. Seconded by Rich Lubke.** The votes were all Yes. Motion carried.

A 5-minute break was called.

15. 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, concerning security matters pursuant to Texas Government Code, Section 551.076; 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.

The Board of Directors went into Executive Session at 1:53PM.
 The Board returned to open meeting at 2:34 PM.

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

The following property matters were discussed in Executive Session and were presented in Open Session for consideration:

- A. Approve a Resolution to authorize the Executive Director to take necessary steps to acquire property (P70-LRH - Tigie) necessary for the Lake Ralph Hall Project. **Mike Fairfield made a motion to approve Resolution #2015-39 as recommended by staff. Seconded by Troy Norton.** The *Weighted Capital Vote* proceeded as follows with votes being 34 Yes with 0 No. Motion carried.

ENTITY	ELIGIBLE WEIGHTED VOTE	YES	NO	ABSENT
ARGYLE – Norton	1	1		
AUBREY - vacant - 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 – Benetato	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 - Huckaby	1	1		
PROSPER - Jaromin	1			1
SANGER – Brice	1			1
TOTAL	39	33	1	5

- B. Staff recommended approval for the sale of property to TxDOT for a paving project on FM 720. It was a strip of land approximately 37-feet wide, located along the east side of FM 720 within a tract of land owned by District located immediately north of the Temple Dane Pump Station site at a price of \$31,903. **Richard Huckaby made a motion to approve the sale of property interest to TxDOT as recommended. Seconded by Gary Calmes.** The votes were all yes. Motion carried. The *Weighted Capital Vote* proceeded as follows with votes being 34 Yes with 0 No. Motion carried.

ENTITY	ELIGIBLE WEIGHTED VOTE	YES	NO	ABSENT
ARGYLE – Norton	1	1		
AUBREY - vacant - 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 – Benetato	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 - Huckaby	1	1	
PROSPER - Jaromin	1		1
SANGER – Brice	1		1
TOTAL	39	34	5

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

The Board was informed that there is no January Board meeting planned at this time.

18. Visitor Comments Concerning Non-Agenda Topics.

None.

19. Adjournment.

President Vanzant adjourned the meeting at 2:40 P.M.

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

Certified By: 
 Ramiro Lopez, Secretary, Board of Directors

