



MINUTES

UPPER TRINITY REGIONAL WATER DISTRICT BOARD OF DIRECTORS MEETING

November 3, 2016

REGULAR SESSION BOARD MEETING

1. Call to Order

The Board of Directors of the Upper Trinity Regional Water District convened, with Vice President Chris Boyd presiding, at 1:00 P.M. on Thursday, November 3, 2016, at Mustang Special Utility District, 7985 FM 2931, Aubrey, Texas.

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:

Chris Boyd, Vice President, Mustang SUD
Ramiro Lopez, Secretary, Irving
Brian Roberson, Aubrey
Janet Aune, Copper Canyon
Timothy Fisher, Denton
Johnny Harris, Denton County
Kevin Mercer, DCFWSD #7
Virginia Blevins, Justin
Michael Anderson, Ponder

Gary Calmes, Treasurer, Krum
Troy Norton, Argyle
Del Knowler, Bartonville
Cody Collier, Corinth
Jean Campbell, Denton County At-Large
Kristina Clark, DCFWSD #1A
Richard Lubke, Highland Village
Scott Ingalls, Pilot Point
Frank Jaromin, Prosper

Absent:

Lance Vanzant, President, Celina *
Kenneth Parr, Flower Mound *
Lathan Watts, Lewisville *

Dick Cook, Double Oak *
Mike Fairfield, Lake Cities MUA *
Mike Brice, Sanger *

* Excused Absent

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

John F. Boyle, Jr., General Counsel
Bill Greenleaf, Director / Business Services
Nancy Tam, Assistant to Executive Director
Jason Pierce, Mgr/Watershed & Contrct Srvc

3. Pledge of Allegiance and Invocation

Pledge of Allegiance: Chris Boyd

Invocation: Chris Boyd

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.

None.

- 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

Vice President Boyd asked for a motion to approve the items in the Consent Agenda. **Gary Calmes made a motion to approve the Consent Agenda items. Seconded by Rich Lubke.** The votes were all Yes. Motion passed. The approved items were:

6. Adopt minutes of October 6, 2016 Board Meeting.
7. Accept Quarterly Investment Report for the period ending September 30, 2016.
8. After the required annual review, authorize renewal of existing District Investment Policy/Strategy, with no changes.
9. Adopt proclamation in honor of **Veterans Day** on November 11, 2016.

ITEMS FOR INDIVIDUAL CONSIDERATION

10. In accordance with Memorandum of Agreement between District and Mustang SUD, consider acceptance of completed work for pumping improvements at the jointly owned Temple Dane Pump Station constructed by Mustang SUD. **(Weighted Capital Vote)**

Tom Snyder, Assistant Director of Engineering and Construction provided the briefing to the Board. In 2014, the Board approved a Memorandum of Agreement with Mustang SUD regarding pumping improvements at the jointly owned Temple Dane Pump Station. The project has been completed, and Staff recommends the Board accept the completed pumping improvements at Temple Dane and authorize the final payment of \$127,168.35 to Mustang SUD to satisfy the remainder of the District's share (\$268,124.10) of cost for engineering and



construction of the project. **Frank Jaromin made a motion to approve Item No. 10. Seconded by Rich Lubke.** The *Weighted Capital Vote* proceeded as follows: The vote was 24 Yes, 0 Nays. 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		
DCFWSD #1A – Clark	2	2		
DCFWSD #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	24		16

11. Consider matters related to construction of pipeline and metering facilities by Mustang SUD for its second point of delivery for water service from District. **(Weighted Capital Vote)**
 - A. Approve agreement to participate in the construction of the necessary pipeline to enable water service to Mustang’s second Point of Delivery.



Jason Pierce, Manager of Watershed & Contract Services provided the briefing to the Board. Currently, Mustang SUD is experiencing rapid growth and development in the eastern portion of its service area. In order to enable retail water service in that area, Mustang has requested a second Point of Delivery off the District's 30-inch water transmission pipeline on FM 428 east of FM 1385.

In the proposed Memorandum of Agreement (MOA), each party's responsibilities are listed. The District's cost is estimated to be \$400,000 not including the direct labor or overhead. Staff recommends the Board authorize the Executive Director to execute the proposed MOA; and, to authorize approvals, payments and reimbursements accordingly.

- B. Authorize award of construction contract by Mustang SUD and approve related budget amendment.

The new Point of Delivery will be at Mustang's new pump station site located north of FM 428 and east of FM 1385. This pump station will provide water to the eastern portion of Mustang's service area. Improvements will include metering facilities at Mustang's pump station, including a branch pipeline to connect to the District's existing line at FM 428.

Mustang SUD has designed, advertised and accepted bids for the project, and they recommend award of the work to Wilson Contracting Services, LLC in the amount of \$623,511. The District's share of the proposed construction contract is \$356,238, with an additional share of other joint costs estimated to be approximately \$45,000.

Staff concurs with the engineer's recommendation for award of the construction contract; and, recommends authorizing award contract by Mustang SUD to Wilson Contracting Services, LLC in the amount of \$632,511.00 and approving related budget amendment.

Troy Norton made a motion to approve Item Nos. 11.A and 11.B. Seconded by Virginia Blevins. The *Weighted Capital Vote* proceeded as follows: The vote was 24 Yes, 0 Nays. 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		
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	24	16

12. Executive Session concerning granting or acquisition of easements, rights-of-way and other property for Water Resource Development or for Regional Treated Water System, according to location maps of the projects available in the District Office, and regarding water rights and related permits pursuant to Texas Government Code, Section 551.072; 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 1:15 PM.
 The Board returned to open meeting at 1:28 P.M.

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

An extensive easement to be dedicated by Hillwood developers for Riverbend North Trunk Line was discussed in Executive Session. Since the easement dedication is free, there were no action by the Board, recognizing the authority of staff to accept same on behalf of District.

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

Kevin Mercer inquired if there would be a presentation on the recent Member Survey. Taylor commented that if requested, a full presentation can be arranged. For now, staff has prepared copies of the full report available for the Board. Please see staff for a copy.



15. **Visitor Comments Concerning Non-Agenda Topics.** (Residents who desire to address the Board must complete a Speaker's Request Form and return it to the Board Secretary. Each speaker will be limited to three (3) minutes. To provide all visitors an opportunity to speak, the President may request speakers to avoid repetitious remarks. In accordance with the Texas Open Meetings Act, Members of the Board are not authorized to discuss items not on the posted agenda.)

None.

16. **Adjournment.**

The meeting was adjourned at 1:37 P.M.

Recorded By:



Nancy T. Tam, Assistant Secretary, Board of Directors

Certified By:



Ramiro Lopez, Secretary, Board of Directors

