



**DATA SHEET**  
**Agenda Item No. 6.**

**Meeting Date: April 5, 2018**

**Agenda Item:**

Adopt minutes of March 1, 2018 Board Meeting.

<b>Placement:</b>	<input checked="" type="checkbox"/> Consent	<input type="checkbox"/> Individual Consideration	<input type="checkbox"/> Executive Session
<b>Vote:</b>	<input checked="" type="checkbox"/> Non-Weighted	<input type="checkbox"/> Weighted Capital	
<b>Recommending Department:</b>	Administration		

**Background:**

The enclosed minutes from the March 1, 2018 Board Meeting were prepared by Nancy T. Tam, Assistant Secretary to the Board.

**Financial:**

None.

**Recommendation:**

Recommend that the Board adopt the enclosed minutes for the March 1, 2018 Board Meeting.

**Enclosures:**

Prepared minutes from the March 1, 2018 Board Meeting.

Submitted By:

  
Nancy Tam, Assistant to Executive Director

Date: March 30, 2018



# MINUTES

## UPPER TRINITY REGIONAL WATER DISTRICT BOARD OF DIRECTORS MEETING March 1, 2018

### REGULAR SESSION BOARD MEETING

#### 1. Call to Order

The Board of Directors of the Upper Trinity Regional Water District convened, with President Mercer presiding, at 1:58 P.M. on Thursday, March 1, 2018, 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:

Kevin Mercer, President, DCFWSD #7  
Ramiro Lopez, Treasurer, Irving  
Troy Norton, Argyle  
Del Knowler, Bartonville  
Janet Aune, Copper Canyon  
Jean Campbell, Denton County At-Large  
Dick Cook, Double Oak  
Gary Calmes, Krum  
Eric Ferris, Lewisville  
Alan Guard, Pilot Point  
Frank Jaromin, Prosper

Richard Lubke, Vice President, Highland Village  
Mike Fairfield, Secretary, Lake Cities MUA  
Brian Roberson, Aubrey  
James Burnham, Celina  
Timothy Fisher, Denton  
Kristina Clark, DCFWSD #1A  
Kenneth Parr, Flower Mound  
Virginia Blevins, Justin  
Chris Boyd, Mustang SUD  
Michael Anderson, Ponder  
Alina Ciocan, Sanger

#### Absent:

Cody Collier, Corinth\*

Johnny Harris, Denton County\*

\* Excused Absence

#### Staff & Advisors in Attendance:

Larry N. Patterson, Executive Director  
Thomas E. Taylor, Executive Director (Former)  
Nancy Tam, Assistant to Executive Director  
Jody Zabolio, Director/Operations  
Lester Harris, Accounting Manager  
Kim Probasco, Budget Manager  
Mark Skaggs, Manager / IT Srvs  
Kurt Staller, Acting Director Const & Eng.  
Blake Aldredge, Water Resources Specialist

John F. Boyle, Jr., General Counsel  
Bill Greenleaf, Director / Business Services  
Tom Snyder, Director Const. & Eng.  
Jason Pierce, Mgr. / Cust Cont & Support Srvs  
Jan Morris, Mgr. HR & Purchasing  
Doug Janeway, Manager / Property Services  
Ronna Hartt, Project Engineer  
Don Hill, Manager/Property Services

#### Others in Attendance:

Pete Patel, CP&Y, Inc.  
Ed Motley, CP&Y, Inc.

John Minahan, CP&Y, Inc.  
Gordon Wells, Freese and Nichols, Inc.

John Levitt, CP&Y, Inc.  
Thomas Cochill, CP&Y, Inc.  
Alan Tucker, Alan Plummer Assoc. Inc.  
Robert Wachal, Black & Veach  
Steve Taylor, Citizen

John Rutledge, Freese and Nichols, Inc.  
Jeffrey Payne, Freese and Nichols, Inc.  
Ben Stooles, Boyle & Lowry, LLP  
Jonathan Shirk, Black & Veach

3. Pledge of Allegiance and Invocation:

Pledge of Allegiance: Larry N. Patterson      Invocation: Rich Lubke

4. Opening Remarks:

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

- Regarding Lake Ralph Hall, the District has been planning it for many years now. As we are approaching the final permitting process, we are moving forward to learn more about construction of the dam, spillway, bridges, and pipelines.
- In February, we received almost 1/3 of the average annual rainfall. There was an incredible amount of rain. President Mercer thanked staff for their hard work of keeping everyone above water with no serious spills or trouble.

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.

- The succession plan continues: Don Hill, Property Manager, who has retired twice, and is such a valuable person to the District, will continue to assist the District with the Lake Ralph Hall Project. Meanwhile, Doug Janeway recently joined the District as Manager of Property Services after retiring from the City of Irving. He has extensive experience in this area, and will be a great asset to the District.
- On behalf of the District, Upper Trinity Conservation Trust, and Denton County, it was a great pleasure and honor to receive the NACWA (National Association of Clean Water Agencies) 2018 Public Information & Education Award for the **Denton County Greenbelt Plan**. The Greenbelt Plan was also recognized by the American Planners Association for the Directors Award.

Patterson recognized Blake Alldredge, Water Resource Specialist, for his efforts and work for submitting the award.

- Regarding the Greenbelt Plan, the City of Aubrey is the first to pass a Resolution to adopt the Denton County Greenbelt Plan. We hope there will be more to follow as a way to protect the greenbelts and watersheds.

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 Mercer moved to the Consent Agenda items. **Tim Fisher made a motion to approve the Consent Agenda Item Nos. 6-9. Seconded by Jean Campbell.** The votes were all Yes, 0 No. Motion passed. The approved items were:

- 6. Adopt minutes of February 1, 2018 Board Meeting.
- 7. Accept Monthly Management Report for the period ended January 31, 2018.
- 8. Authorize the Executive Director to enter into a pricing agreement with Carus Corporation for the purchase of sodium permanganate for mitigation of Zebra Mussels.
- 9. Receive report of construction change orders approved by staff.

**ITEMS FOR INDIVIDUAL CONSIDERATION**

- 10. Consider approval of Task Order 4 under the existing third-party contract with Michael Baker Jr., Inc. and the U.S. Army Corps of Engineers (USACE) for supplemental funding in preparation of a Draft Environmental Impact Statement (related to 404 permit) for Lake Ralph Hall. **(Weighted Capital Vote)**

Ronna Hartt, Project Engineer provided the briefing to the Board regarding the USACE 404 Permit Process, including the Draft Environmental Impact Statement Status (DEIS). Significant work has been completed and it is anticipated that the DEIS will be submitted to the state and federal agencies for their review and comment in about a month.

The key elements of Task Order #4 include review and evaluate comments from Agencies on DEIS; coordinate with Agencies and USACE; to prepare responses to various Agency's comments; including to submit it to USACE for release to the Public. Funding for the LRH project is provided in the Regional Treated Water System FY 2018 Capital Budget. Staff recommend approval of the Task Order 4 with Michael Baker Jr., Inc. in the amount of \$135,000.00.

**Jean Campbell made a motion to approve Agenda Item No. 10 as recommended by staff. Seconded by Kristina Clark.** The *Weighted Capital Vote* proceeded as follow. The vote was 37 Yes, 0 No. Motion passed.

ENTITY	ELIGIBLE WEIGHTED VOTE	YES	NO	ABSENT
ARGYLE – Norton	1	1		
AUBREY - Roberson	1	1		
BARTONVILLE – Knowler	1	1		
CELINA – Burnham	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 – Ferris	2	2	
MUSTANG SUD - Boyd	2	2	
PILOT POINT - Guard	1	1	
PONDER - Anderson	1	1	
PROSPER - Jaromin	1	1	
SANGER – Clocan	1	1	
TOTAL	40	37	3

11. Receive update briefing related to conceptual design for the dam, spillway, outlet works and downstream channel stabilization as part of the Lake Ralph Hall project.

Regarding the proposed Leon Hurse Dam and Lake Ralph Hall, John Rutledge of Freese and Nichols, Inc. (FNI) provided the briefing to the Board. FNI has completed the Conceptual Design for the dam, including limited Geotechnical Analysis, and development of Key Design Parameters: Spillway Type and Size; Emergency Spillway Location and Size; Embankment Size and Outlet Works Location.

The next steps for the proposed Leon Hurse Dam and Lake Ralph Hall are: Final Geotechnical Exploration; Prepare Preliminary Design; 3-D Modelling and Physical Model Study; Complete Final Design; Secure TCEQ Approval; and Bid/Award/Construct.

Eric Ferris left the meeting at 1:40 P.M.

12. Receive update briefing related to conceptual design for State and County road and bridge relocations as part of the Lake Ralph Hall project.

The Lake Ralph Hall project will encompass potentially up to 13,000 acres impacting several State and County roadways. CP&Y, Inc. (CPY) was engaged to evaluate these roadway impacts and determine which roads are to be abandoned or relocated and prepare conceptual designs. Thomas Cochill, CPY, provided a briefing to the Board summarized their effort on what has been completed:

- ◆ Assessed Lake Ralph Hall Impacts to: TxDOT roads, and Fannin County roads.
- ◆ Met with TxDOT to determine requirements to address impacts.





- ◆ Created Conceptual Horizontal & Vertical Geometries for SH 34 relocation.
- ◆ Developed Typical Roadway and Bridge Sections for SH 34 relocation.

The following are next steps moving forward:

- ◆ Continue coordination with TxDOT & County
  - ◆ Execute Implementation Agreements
  - ◆ Prepare Design
  - ◆ Secure TxDOT approval of design
  - ◆ Bid /Award /Construct
13. Receive update briefing related to conceptual design for the District's proposed raw water transmission pipeline, and proposed improvements to Irving's Chapman Lake Water Transportation System as part of the Lake Ralph Hall project.

Ed Motley, CH2M Hill Engineers, Inc. (CH2M) provided the briefing to the Board regarding Lake Ralph Hall Water Transportation System, including Overview of the Proposed LRH Water Transportation System; Present Irving Pipeline Joint Use Study Findings, and Reviewed the LRH Raw Water Pipeline Alignment Study.

The next steps going forward are: to finalize implementation agreement with Irving to transport LRH water; to develop preliminary designs for LRH Raw Water Pipeline & Pump Station, and Princeton Booster Pump Station Improvements; to begin securing right-of-way for the pipeline & balancing reservoir site; and including bidding / awarding/ construction of the water transmission project.

14. Discuss District policy and legal requirements for abstain voting.

This item was asked to be put on the agenda for discussion. It is the opinion of some Board Members that an "abstain" vote should be neither a "Yes" nor "No" vote. Staff was asked to research the current policy and its legal requirement. President Mercer advised that the item will be placed on a future agenda for additional discussion.

A 10-minute break was called to be reconvened in Executive Session.

15. Executive Session concerning granting or acquisition of easements, rights-of-way and other property for Water Resource Development, for Regional Treated Water System or for Regional Water Reclamation Systems 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.

Alina Ciocan left meeting.

The Board of Directors went into Executive Session at 2:29 PM.  
The Board returned to open meeting at 3:27 PM.

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

None.



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

None.

18. Visitor Comments Concerning Non-Agenda Topics.

None.

19. Adjournment.

There being no further business, President Mercer adjourned the meeting at 3:28 P.M.

**Recorded By:**

  
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Nancy T. Tam, Assistant Secretary, Board of Directors

**Certified By:**

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Mike Fairfield, Secretary, Board of Directors

