



DATA SHEET
Agenda Item No. 6.

Meeting Date: June 7, 2018

Agenda Item:

Adopt minutes of May 3, 2018 Board Meeting.

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

Background:

The enclosed minutes from the May 3, 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 May 3, 2018 Board Meeting.

Enclosures:

Prepared minutes from the May 3, 2018 Board Meeting.

Submitted By:


Nancy Tam, Assistant to Executive Director

Date: June 1, 2018



MINUTES

UPPER TRINITY REGIONAL WATER DISTRICT BOARD OF DIRECTORS MEETING MAY 3, 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 1:05 P.M. on Thursday, May 3, 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
Del Knowler, Bartonville
Bob Hart, Corinth
Johnny Harris, Denton County
Kristina Clark, DCFWSD #1A
Clay Riggs, Flower Mound
Gary Calmes, Krum
Chris Boyd, Mustang SUD
Michael Anderson, Ponder

Richard Lubke, Vice President, Highland Village
Brian Roberson, Aubrey
James Burnham, Celina
Timothy Fisher, Denton
Jean Campbell, Denton County At-Large
Dick Cook, Double Oak
Virginia Blevins, Justin
Eric Ferris, Lewisville
Alan Guard, Pilot Point
Frank Jaromin, Prosper

Absent:

Mike Fairfield, Secretary, Lake Cities MUA *
Janet Aune, Copper Canyon *

Troy Norton, Argyle *
Alina Ciocan, Sanger *

* Excused Absence

Staff & Advisors in Attendance:

Larry N. Patterson, Executive Director
Bill Greenleaf, Director / Business Services
Thomas E. Taylor, Former Exec. Director
Jody Zabolio, Director/Operations
Doug Janeway, Manager Property Svcs
Jan Morris, Mgr. Personnel / Purchasing
Mark Skaggs, Manager / IT Svcs

Mathew Boyle, Representing General Counsel
Nancy Tam, Assistant to Executive Director
Tom Snyder, Director / Const. & Eng.
Jason Pierce, Mgr. / Cust Cont & Support Svcs
Lester Harris, Accounting Manager
Kim Probasco, Budget Manager
Kurt Staller, Assistant Director, Const. & Eng.

3. Pledge of Allegiance and Invocation:

Pledge of Allegiance: Virginia Blevins

Invocation: Jody Zabolio

4. Oath of Office

President Mercer administered the Oath of Office for the following:

- Bob Hart, City Manager, City of Corinth, has been appointed as the Interim Board Member to fill the unexpired term of Cody Collier. Mr. Collier who is temporarily involved in a training program, is expected to return following completion of that program.
- Clay Riggs, Flood Plain Engineer, Town of Flower Mound, has been appointed to serve the remaining term of Ken Parr.

5. Opening Remarks:

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

President Mercer announced that Denton County will be hosting a Greenbelt Plan Reception at the Lantana Club House on May 10th, 5:00 – 6:30 PM, with self-guided tours following to view some of the Greenbelt area of Lantana and what they have done to preserve and benefit from it.

- 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.

- Regarding Lake Ralph Hall project, the required Administrative Draft Environmental Impact Statement, after 9+ years of diligent effort, it has finally completed. It has been released by the CORPS to all State and Federal agencies for comment, and they have until May 21st to respond. The next step (after they respond) is for the District to make necessary changes to prepare the Draft to be made available for public review.

Ronna Hartt was recognized by Mr. Patterson for her leadership and meticulous effort on this project. She joined Upper Trinity at the beginning of this exercise and she is responsible for progress on this document for the District.

- The Greenbelt Plan is continuing to win awards. At the Texas Water Conference in San Antonio, it was announced that not only is the Plan a good Plan, the poster was also highly praised; it won the Water Mark Award. Jason Pierce is the custodian of these awards, which will be on display at the Reception on May 10th. A thank you to the Conservation Trust, Denton County and the District staff for all their hard work.
- During the Texas Water Conference, there was a competition. Tim Fisher, City of Denton, submitted water from two plants and both were winners (1st and 3rd in the competition); congratulations on winning "Best Tasting Water."

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

None.



6. Visitor Comments Concerning Agenda Topics.

None.

CONSENT AGENDA

For the Consent Agenda, **Richard Lubke made a motion to approve the following items:** **Seconded by Virginia Blevins.** The votes were all Yes, 0 No. Motion carries.

- 7. Adopt minutes of April 5, 2018 Board Meeting.
- 8. Accept Monthly Management Report for the period ended March 31, 2018.
- 9. Accept Quarterly Investment Report for the period ended March 31, 2018.
- 10. Authorize the Executive Director to enter into a pricing agreement with Huther and Associates, Inc. for Whole Effluent Toxicity (WET) Testing services.
- 11. Consider appointment of Trustees for Places 2 and 4 on the Board of Trustees for the Upper Trinity Conservation Trust.

ITEMS FOR INDIVIDUAL CONSIDERATION

- 12. Consider adoption of Resolution of Appreciation for Kenneth Parr and his service as a Member of the Board of Directors of Upper Trinity.

Mr. Ken Parr was unable to attend the Board Meeting. Patterson read the Resolution of Appreciation and recommended for approval. **Jean Campbell made a motion to approve the Resolution of Appreciation for Kenneth Parr.** **Seconded by Dick Cook.** The votes were unanimous. Motion carries.

- 13. Approve Resolution to authorize application to the Texas Water Development Board for financing from the SWIFT Program for the Regional Treated Water System Parallel Pipeline Project to Stonehill Pump Station. (Weighted Capital Vote)

Back in December 2017, the Board authorized staff to initiate planning and make preparations for a parallel pipeline from the Taylor Plant to the Stonehill Pump Station, including applying to the Texas Water Development Board for financing from the State Water Implementation Fund for Texas (SWIFT) Program. Recently, TWDB determined that the Parallel Pipeline Project is eligible to be considered for an initial funding of approximately of \$42,185,000. Staff recommends that the proposed Resolution be approved to apply for discounted interest loans from the TWDB.

Jean Campbell made a motion to approve Item No.13 as recommended by staff. **Seconded by Del Knowler.** The vote was 36 Yes, 0 No. Motion carries. The *Weighted Capital Vote* proceeded as follow:

ENTITY	ELIGIBLE WEIGHTED VOTE	YES	NO	ABSENT
ARGYLE – Norton	1			1
AUBREY - Roberson	1	1		
BARTONVILLE – Knowler	1	1		
CELINA – Burnham	1	1		



CORINTH – Hart	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 – Riggs	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 – Ciocan	1		1
TOTAL	40	36	4

14. Authorize Executive Director to enter into purchase agreement with Vector Controls, LLC to provide magnetic flow meters for selected locations within the Regional Treated Water System. (Weighted Capital Vote)

The District has traditionally used turbine style meters in the Regional Treated Water System, but the industry has begun moving away from this type meter. After staff performed evaluations of available alternatives to replace the obsolete turbine meters, it was determined that the most feasible alternate is the Magnetic flow meter (Mag Meter).

Following appropriate procedures, invitations for sealed bids were distributed to five potential vendors, with one response. Staff determined the response was reasonable and recommends the Board to authorize the Executive Director to enter into a purchase agreement with Vector Controls, LLC to provide the Magnetic flow meters for a total cost of \$52,068.92.

Virginia Blevins made a motion to approve Item No.14 as recommended by staff. Seconded by Alan Guard. The vote was 36 Yes, 0 No. Motion carries. The *Weighted Capital Vote* proceeded as follow:

ENTITY	ELIGIBLE WEIGHTED VOTE	YES	NO	ABSENT
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ARGYLE – Norton	1		1
AUBREY - Roberson	1	1	
BARTONVILLE – Knowler	1	1	
CELINA – Burnham	1	1	
CORINTH – Hart	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 – Riggs	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 – Ciocan	1		1
TOTAL	40	36	4

15. Authorize the Executive Director to enter into a pricing agreement with SPX-Flow/Lightnin & Plenty Mixers, and to authorize the purchase and installation of aeration basin mixers at the Lakeview Regional Water Reclamation Plant. **(Weighted Capital Vote)**

The Lakeview Regional Water Reclamation Plant utilizes mixers in the aeration basins as part of the treatment process necessary to ensure permit compliance. There are eight mixing units used in the basins with four being 20 years old. Staff recommends that the District enter into a pricing agreement to allow for replacement of the mixing units; the four oldest units would be replaced this year with the remainder being replaced over the next 3-5 years.

There is sufficient funding in the FY2018 budget for the replacement of the first four mixers at an estimated cost of \$76,000.00. Other mixers will be budgeted as needed in future years. **Rich Lubke made a motion to approve Item No.15 as recommended by staff. Seconded by Kristina Clark.** The vote was 36 Yes, 0 No. Motion carries. The *Weighted Capital Vote* proceeded as follow:



ENTITY	ELIGIBLE WEIGHTED VOTE	YES	NO	ABSENT
ARGYLE – Norton	1			1
AUBREY - Roberson	1	1		
BARTONVILLE – Knowler	1	1		
CELINA – Burnham	1	1		
CORINTH – Hart	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 – Riggs	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 - Jaromln	1	1		
SANGER – Clocan	1			1
TOTAL	40	36		4

- 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.

The Board of Directors went into Executive Session at 1:25 PM.
 The Board returned to open meeting at 1:40 PM.



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

This property item was discussed in Executive Session related to the Lake Ralph Hall Project. **Frank Jaromin made a motion to approve the purchase of the Kant Property (P-097-LRH). Seconded by Jean Campbell.** The votes were all Yes. Motion carried. The *Weighted Capital Vote* proceeded as follow:

ENTITY	ELIGIBLE WEIGHTED VOTE	YES	NO	ABSENT
ARGYLE – Norton	1			1
AUBREY - Roberson	1	1		
BARTONVILLE – Knowler	1	1		
CELINA – Burnham	1	1		
CORINTH – Hart	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 – Riggs	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	36		4

18. Receive report of Nominating Committee and conduct election of Officers for the year beginning June 1, 2018.

The Nominating Committee (Eric Ferris [Chair], Troy Norton, Del Knowler, Virginia Blevins and Kristina Clark) designated by President Mercer. Mr. Ferris thanked the members of the committee. After a



lengthy discussion, the Committee's recommendation was to keep the present Officers in place for next year for continuity and stability, especially at a time with a newly appointed Executive Director.

Del Knowler made a motion to approve the recommendation of the Nominating Committee to reelect the present Officers for one year. Seconded by Johnny Harris. The votes were 16 Yes (1 abstain-Krum), 4 No (Celina, Mustang SUD, Pilot Point, Prosper). Motion carried. The elected Officers are:

President: Kevin Mercer Vice President: Rich Lubke
Treasurer: Ramiro Lopez Secretary: Mike Fairfield

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

None

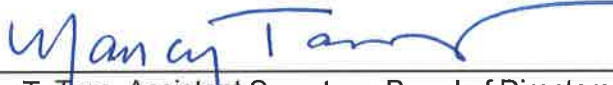
20. Visitor Comments Concerning Non-Agenda Topics.

None.

21. Adjournment.

There being no further business, President Mercer adjourned the meeting at 1:45 P.M.

Recorded By:



Nancy T. Tam, Assistant Secretary, Board of Directors

Certified By:

Mike Fairfield, Secretary, Board of Directors

