



MINUTES

UPPER TRINITY REGIONAL WATER DISTRICT BOARD OF DIRECTORS February 6, 2025

REGULAR SESSION BOARD MEETING

1. Call to Order

The Board of Directors of the Upper Trinity Regional Water District (UTRWD) convened in Regular Session Board Meeting with President Clay Riggs presiding at 12:50 p.m. on Thursday, February 6, 2025, at 900 N. Kealy Avenue, 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:

Clay M. Riggs, President | Flower Mound
Greg Scott, Treasurer | Justin
Bobby Johnston | Argyle
Del Knowler | Bartonville
Jody Gonzalez | Denton County
Dave Nelson | Double Oak
Nate Winchester | Krum
Aaron Russell, Lewisville
Drew Corn | Northlake
George Dupont | Prosper

Lyle Drescher, VP | Denton County At Large
Allen L. McCracken, II, Secretary | Pilot Point
Brian Roberson | Aubrey
Kimberly Brawner | Celina
Kevin Mercer | DCFWSD #7
Richard Lubke | Highland Village
Mike Fairfield | Lake Cities MUA
Chris Boyd | Mustang SUD
Michael Anderson | Ponder
Jim Bolz | Sanger

Absent:

Glenn Barker | Corinth
Mark Pape | Copper Canyon

* Excused Absent

Stephen Gay | Denton*
Orlando Sanchez | Irving

Staff and Advisors in Attendance:

Larry N. Patterson, Executive Director
Nancy Tam, Assistant to Executive Director
Lester Harris, Chief Financial Officer
Kurt Staller, District Engineer
Ronna Hartt, Dir of Water Res & Planning
Jan Morris, Chief Administrative Officer
Mary Dockery, Former Controller
Stephanie Noel, Sr. Budget Analyst
Nick Bulaich, Financial Advisor

Matthew Boyle, General Counsel
Jason Pierce, Dir of Gov Affairs & Comm
Jody Zabolio, Chief Operating Officer
Dustin Wright, Mgr of IT Services
Adam McKnight, Director of Eng & Const
Doug Janeway, Mgr of Property Services
Melanie Hanna, Controller
Rob Collin, Bond Counsel

Others in Attendance:

André Garces, Plummer Associates
John Himanen, HDR Engineering
Steven Murray, Hilltop Securities
George Marshall, Walter P. Moore
Ikenna Okeke, McCarthy Building Co.

Anthony Samarripas, Kimley-Horn
Charley Mock, Freese & Nichols
Lars Erickson, McCarthy Building Co.
Danny Mignano, McCarthy Building Co.

3. Pledge of Allegiance and Invocation

The Pledge of Allegiance was led by Bobby Johnston; Invocation was delivered by Rich Lubke.

4. Oath of Office

President Riggs administered the Oath of Office to Mr. Aaron Russell, representing City of Lewisville.

5. Opening Remarks:

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

President Riggs commented that on February 4th, he and Vice President Lyle Dresher and staff attended the Lake Ralph Hall Last Pipe Celebration in Ladonia. It was well attended by Officials from City of Ladonia and Fannin County. Glad to have another milestone behind us for this Project.

- B. Executive Director's Status Report about legislation and regulatory matters, 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.

- Thanks to recent rain, drought conditions improved.
- Texas 89th Legislative Season:
 - Session started on January 14. Looks to be a "Water Session".
 - TWDB -- Water for Texas 2025 Conference – January 27-29.
 - Staff participated in meetings with Peer Agencies and key Legislators.
- Update provided regarding the Lake Ralph Hall Project:
 - Thanks to recent rain, we have water storage behind the Coffey Dam.
 - Routing floodwater through Bypass Channel
 - Floodwaters returned to N. Sulphur River during the recent storm event.
 - Staff showed a video of tunnel-drilling of the LRH pipeline.
 - Photos of the communications Tower recently installed at the Field Office.

- 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

Drew Corn made the motion to approve the Consent Agenda Items 7- 10 as presented. Seconded by Brian Roberson. The *Roll Call Vote* was 20 Yes, 0 No, 3 Absent. Motion carried. The approved Consent Agenda items were:

- 7. Adopt Minutes of December 5, 2024 Board Meeting.
- 8. Accept Monthly Management Report for the period ended December 31, 2024.
- 9. Accept Quarterly Investment Report for the period ended December 31, 2024.
- 10. Receive report of construction change orders approved by staff.

ITEMS FOR INDIVIDUAL CONSIDERATION

- 11. Authorize the Executive Director to enter into a purchasing agreement with Smith Pump Company, Inc. for the purchase of a pump and motor for Raw Water Pump #4 at the Lewisville Lake Intake Pump Station. (Weighted Capital Vote)

Due to the age of the existing pump is 20 years old, rebuilding the existing pump is not cost effective. The new pump is not compatible with the existing 400 hp motor and requires a larger, more efficient motor (450 hp). The lead time for pump is approximately one year. Staff recommended authorizing the Executive Director to enter into a purchasing agreement with Smith Pump Company, Inc. for the purchase of a pump (\$349,110) and motor (\$176,000) for Raw Water Pump #4 at the Lewisville Lake Intake Pump Station in the amount of \$525,110. **Drew Corn made the motion to approve Item 11 as presented. Seconded by Greg Scott.** The *Weighted Capital Vote* was 43 Yes, 0 No, 7 Absent (Barker, Gay, Sanchez). Motion carried.

Entity	Eligible Weighted Votes	Yes	No	Abstain	Absent
ARGYLE – Johnston	1	1			
AUBREY – Roberson	1	1			
BARTONVILLE – Knowler	1	1			
CELINA – Brawner	4	4			
CORINTH – Barker	3				3
DENTON (city) – Gay	2				2
DENTON COUNTY AT LARGE – Dresher	1	1			
DCFWSD #7 – Mercer	2	2			
DOUBLE OAK – Nelson	1	1			
FLOWER MOUND – Riggs	9	9			
HIGHLAND VILLAGE – Lubke	2	2			
IRVING – Sanchez	2				2
JUSTIN – Scott	1	1			
KRUM – Winchester	1	1			
LAKE CITIES MUA – Fairfield	2	2			



LEWISVILLE – Russell	3	3			
MUSTANG SUD – Boyd	6	6			
NORTHLAKE – Corn	3	3			
PILOT POINT – McCracken	1	1			
PONDER – Anderson	1	1			
PROSPER – Dupont	2	2			
SANGER – Bolz	1	1			
TOTAL:	50	43	0	0	7

Lester introduced Ms. Melanie Hanna, District’s newly hired Controller.

- Consider adoption of Bond Resolution authorizing the issuance of Upper Trinity Regional Water District Northeast Regional Water Reclamation System Revenue Bonds, in an aggregate principal amount not to exceed \$12,750,000; providing for the security and payment thereof; providing for the award of the sale thereof in accordance with specified parameters; authorizing the execution and delivery of one or more bond purchase contracts and paying agent/registrar agreements; approving the preparation of one or more Official Statements with respect to the bonds; and enacting other provisions relating thereto. (Weighted Capital Vote)

The purpose of the proposed Revenue Bonds is funding for the West Influent Lift Station at the Riverbend Plant. The total estimated construction fund deposit from the Revenue Bonds for the Project is approximately \$11 million. The maximum total of the proposed Revenue Bonds is approximately \$12.75 million including reserve deposits and all required bond issuance costs. Staff recommended the approval of the proposed Resolution authorizing the issuance of Revenue Bonds for the Northeast Regional Water Reclamation System, subject to specified parameters. **Brian Roberson made the motion to approve Items 12 as presented. Seconded by Del Knowler.** The *Weighted Capital Vote* was 43 Yes, 0 No, 7 Absent (Barker, Gay, Sanchez). Motion carried.

Entity	Eligible Weighted Votes	Yes	No	Abstain	Absent
ARGYLE – Johnston	1	1			
AUBREY – Roberson	1	1			
BARTONVILLE – Knowler	1	1			
CELINA – Brawner	4	4			
CORINTH – Barker	3				3
DENTON (city) – Gay	2				2
DENTON COUNTY AT LARGE – Dresher	1	1			
DCFWS #7 – Mercer	2	2			
DOUBLE OAK – Nelson	1	1			
FLOWER MOUND – Riggs	9	9			
HIGHLAND VILLAGE – Lubke	2	2			
IRVING – Sanchez	2				2
JUSTIN – Scott	1	1			
KRUM – Winchester	1	1			
LAKE CITIES MUA – Fairfield	2	2			
LEWISVILLE – Russell	3	3			
MUSTANG SUD – Boyd	6	6			



NORTHLAKE – Corn	3	3			
PILOT POINT – McCracken	1	1			
PONDER – Anderson	1	1			
PROSPER – Dupont	2	2			
SANGER – Bolz	1	1			
TOTAL:	50	43	0	0	7

13. Consider approval of Task Order No. 9 with HDR, Inc. to the existing contract for engineering services related to final design and construction improvements to the City of Justin Meter Vault. (Weighted Capital Vote)

HDR, Inc. evaluated the hydraulic water model for the West and Northwest portions of service area. City of Justin recently completed their Ground Storage Tank and Pump Station Project. Proposed Task Order No. 9 will design upsizing of pipe and meter in the vault.

Staff recommended the Board authorize Task Order No. 9 with HDR Engineering, Inc. to an existing contract for engineering services related to design and construction of upsizing pipe, meter and valves in the City of Justin Meter Vault, for a fee not to exceed \$88,799.00. **Drew Corn made the motion to approve Item 13 as presented. Seconded by Greg Scott.** The *Weighted Capital Vote* was 43 Yes, 0 No, 7 Absent (Barker, Gay, Sanchez). Motion carried.

Entity	Eligible Weighted Votes	Yes	No	Abstain	Absent
ARGYLE – Johnston	1	1			
AUBREY – Roberson	1	1			
BARTONVILLE – Knowler	1	1			
CELINA – Brawner	4	4			
CORINTH – Barker	3				3
DENTON (city) – Gay	2				2
DENTON COUNTY AT LARGE – Dresher	1	1			
DCFWSD #7 – Mercer	2	2			
DOUBLE OAK – Nelson	1	1			
FLOWER MOUND – Riggs	9	9			
HIGHLAND VILLAGE – Lubke	2	2			
IRVING – Sanchez	2				2
JUSTIN – Scott	1	1			
KRUM – Winchester	1	1			
LAKE CITIES MUA – Fairfield	2	2			
LEWISVILLE – Russell	3	3			
MUSTANG SUD – Boyd	6	6			
NORTHLAKE – Corn	3	3			
PILOT POINT – McCracken	1	1			
PONDER – Anderson	1	1			
PROSPER – Dupont	2	2			
SANGER – Bolz	1	1			
TOTAL:	50	43	0	0	7



14. Consider approval of Amendment No. 1 to an existing Construction Manager at Risk (CMAR) Agreement with McCarthy Building Companies, Inc. to establish a Progressive Guaranteed Maximum Price No. 1 – Early Work Package No. 1 – Membrane Procurement, Electrical Equipment, and sleeve valve. (Weighted Capital Vote)

CMAR, Engineer and Staff evaluated the bids and recommended the following Awards:

- Bid Package 1 to H2O Innovation USA, Inc. – up to 30 MGD of membrane system capacity.
- Bid Package 2 to Alterman, Inc. – Long lead electrical equipment.
- Bid Package 3 to Scruggs Distribution, LLC. – Sleeve valve.

Staff recommended approval of Amendment No. 1 to McCarthy Building Companies, Inc. Construction Manager at Risk Contract for Harpool Regional Water Treatment Plant Phase 2 Expansion Project for a not to exceed amount of \$30,379,589.33. **Brian Roberson made the motion to approve Item 14 as presented.** **Seconded by Jim Bolz.** The *Weighted Capital Vote* was 43 Yes, 0 No, 7 Absent (Barker, Gay, Sanchez). Motion carried.

Entity	Eligible Weighted Votes	Yes	No	Abstain	Absent
ARGYLE – Johnston	1	1			
AUBREY – Roberson	1	1			
BARTONVILLE – Knowler	1	1			
CELINA – Brawner	4	4			
CORINTH – Barker	3				3
DENTON (city) – Gay	2				2
DENTON COUNTY AT LARGE – Drescher	1	1			
DCFWSD #7 – Mercer	2	2			
DOUBLE OAK – Nelson	1	1			
FLOWER MOUND – Riggs	9	9			
HIGHLAND VILLAGE – Lubke	2	2			
IRVING – Sanchez	2				2
JUSTIN – Scott	1	1			
KRUM – Winchester	1	1			
LAKE CITIES MUA – Fairfield	2	2			
LEWISVILLE – Russell	3	3			
MUSTANG SUD – Boyd	6	6			
NORTHLAKE – Corn	3	3			
PILOT POINT – McCracken	1	1			
PONDER – Anderson	1	1			
PROSPER – Dupont	2	2			
SANGER – Bolz	1	1			
TOTAL:	50	43	0	0	7

15. Consider approval of Task Order No. 5 to an existing Contract with CP&Y, Inc. dba STV Infrastructure, for continued survey services for Lake Ralph Hall. (Weighted Capital Vote)

Task Order No. 5 will provide additional surveying services needed to support Lake Ralph Hall activities. Staff recommended the approval of Task Order No. 5 to an existing contract with CP&Y,



Inc. in the amount of \$300,000 for miscellaneous surveying and mapping services for the Lake Ralph Hall Project. **Rich Lubke made the motion to approve Item 15 as presented. Seconded by Dave Nelson.** The *Weighted Capital Vote* was 43 Yes, 0 No, 7 Absent (Barker, Gay, Sanchez). Motion carried.

Entity	Eligible Weighted Votes	Yes	No	Abstain	Absent
ARGYLE – Johnston	1	1			
AUBREY – Roberson	1	1			
BARTONVILLE – Knowler	1	1			
CELINA – Brawner	4	4			
CORINTH – Barker	3				3
DENTON (city) – Gay	2				2
DENTON COUNTY AT LARGE – Dresher	1	1			
DCFWSD #7 – Mercer	2	2			
DOUBLE OAK – Nelson	1	1			
FLOWER MOUND – Riggs	9	9			
HIGHLAND VILLAGE – Lubke	2	2			
IRVING – Sanchez	2				2
JUSTIN – Scott	1	1			
KRUM – Winchester	1	1			
LAKE CITIES MUA – Fairfield	2	2			
LEWISVILLE – Russell	3	3			
MUSTANG SUD – Boyd	6	6			
NORTHLAKE – Corn	3	3			
PILOT POINT – McCracken	1	1			
PONDER – Anderson	1	1			
PROSPER – Dupont	2	2			
SANGER – Bolz	1	1			
TOTAL:	50	43	0	0	7

16. Consider approval of proposed Work Program Guidelines for Calendar Year 2025 as recommended by Officers and Staff.

Each year the Officers and Staff recommend, and the Board adopts, a set of Work Program Guidelines to focus the District’s efforts for the coming year. The Officers have reviewed a draft copy of the proposed Guidelines and present them to the Board for consideration. **Greg Scott made the motion to approve Item 16 as presented. Seconded by Rich Lubke.** The Roll Call Vote was 20 Yes, 0 No, 3 Absent (Barker, Gay, Sanchez). Motion carried.

17. Executive Session concerning granting or acquisition of easements, rights-of-way and other property including leases for Water Resource Development or for Regional Treated Water System, pursuant to Texas Government Code, Section 551.072, and, concerning personnel matters related to compensation for Executive Director, pursuant to Texas Government Code, Section 551.074, and, according to location maps of the projects available in the District Office; and regarding water rights and related permits; for discussion of security matters pursuant to Texas Government Code,



Section 551.076, and, regarding General Counsel and Executive Director’s review of legal implications for the relocation of a District water pipeline; and, regarding potential lawsuit related to construction projects; 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 including but not limited to construction contracts and projects related to Lake Ralph Hall.

The Executive Session began at 1:39 p.m.
The Board returned to open meeting at 2:06 p.m.

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

None.

19. Consider action on Lake Ralph Hall construction change orders, some of which may have been discussed in Executive Session. (Weighted Capital Vote)

None.

20. Consider action on personnel and compensation matters for the Executive Director as discussed in Executive Session.

The Officers reviewed and evaluated the performance of the Executive Director for the year 2024 and shared their evaluation with the entire Board in Executive Session. In open session, **Brian Roberson made a motion to approve the compensation adjustments for the Executive Director consistent with discussions in Executive Session. Seconded by Nate Winchester.** The *Roll Call Vote* was 20 Yes, 0 No, 3 Absent (Barker, Gay, Sanchez). Motion carried.

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

A. President Riggs referred the following Policy items to the Policy Review Committee for review and recommendation:

- 1) Criteria for authorization to conduct Virtual Board meeting(s)
- 2) Board Members meeting Attendance Policy
- 3) Process for “New” District Member entity acceptance
- 4) Employee “Tik Tok” use on District provided electronic devices include personal cellphones.

All Committee recommendations to be presented to the Board of Directors - - not later than the April 3rd Board Meeting.

B. Argyle WSC Presentation – Work Session in March 2025 Board Meeting.

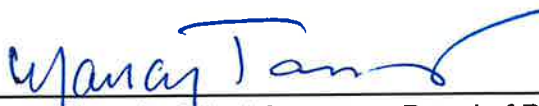
22. Visitor Comments Concerning Non-Agenda Topics.

None.



23. Adjournment.

There being no further business, President Riggs adjourned the meeting at 2:15 p.m.

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

Certified by: 
Allen L. McCracken, II, Secretary, Board of Directors

