



# MINUTES

## UPPER TRINITY REGIONAL WATER DISTRICT BOARD OF DIRECTORS

THURSDAY, JUNE 4, 2020

### REGULAR SESSION BOARD MEETING (BY TELECONFERENCE)

1. Call to Order

The Board of Directors of the Upper Trinity Regional Water District (UTRWD) convened in Regular Session Board Meeting by teleconference, with President Richard Lubke presiding at 1:00 PM on Thursday, June 4, 2020.

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:

Richard Lubke, President, Highland Village  
Bob Hart, Treasurer, Corinth  
Troy Norton, Argyle  
James Burnham, Celina  
Frank Pugsley, Denton  
Gary Calmes, Denton County at Large  
Kevin Mercer, DCFWSD #7  
Devon Kennedy, Krum  
Eric Ferris, Lewisville  
Lyle Drescher, Northlake  
Michael Anderson, Ponder  
Tracy LaPiene, Sanger

Brian Roberson, Vice President, Aubrey  
Clay Riggs, Secretary, Flower Mound  
Del Knowler, Bartonville  
Mark Pape, Copper Canyon  
Johnny Harris, Denton County  
Kristina Clark, DCFWSD #1A  
Dick Cook, Double Oak  
Mike Fairfield, Lake Cities MUA  
Chris Boyd, Mustang SUD  
Allen McCracken, Pilot Point  
Frank Jaromin, Prosper

(Vacant), Irving

(Vacant), Justin

Staff & Advisors in Attendance:

Larry N. Patterson, Executive Director  
Nancy Tam, Assistant to Executive Director  
Tom Snyder, Director Const. & Eng.  
Jody Zabolio, Director of Op. & Water Res.  
Mark Skaggs, Manager / IT Services  
Ed Motley, LRH Program Manager  
Doug Janeway, Manager/Properties Services

Matthew Boyle, General Counsel  
Bill Greenleaf, Chief Financial Officer  
Jason Pierce, Mgr/Gov Affairs & Comm  
Jan Morris, Asst Director for Administration  
Kurt Staller, Asst. Dir, Const. & Eng.  
Adam McKnight, Sr. Professional Engineer

3. Pledge of Allegiance and Invocation

President Lubke announced that we would skip the Pledge of Allegiance due to meeting by teleconference. Executive Director Patterson offered the invocation.

4. Opening Remarks:

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

President Lubke thanked the Board for the opportunity to serve as President of the Board. He also thanked the newly elected Officers for stepping up to serve as Officers. The newly elected Officers officially begin their terms:

President: Rich Lubke      Vice President: Brian Roberson  
 Treasurer: Bob Hart      Secretary: Clay Riggs

- 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.

- Patterson announced that Frank Pugsley, Director of Water Utilities, City of Denton will be the Main Speaker at the ASCE (American Society of Civil Engineers) Dallas Branch Virtual Meeting. It is scheduled for Monday, June 8 at noon. All are welcome to attend. The topic is: Responding to and Planning for Lift Station Failures.
- The water demand for the month of May was higher than normal. So far our water supply lakes are in good shape; water treatment and pumping systems are fully operational.

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

None.

5. Public Comments Concerning Agenda Topics. (Members of the Public who desire to address the Board should email to: [speaker-request@utrw.com](mailto:speaker-request@utrw.com) by 5:00 pm on Wednesday, June 3. Please include your name and address, along with your comment pertaining to an item on the agenda, in the body of the email. Each speaker will be limited to three (3) minutes per agenda topic. To enable the conduct of business and to allow all topics to be covered, the President may limit the number of speakers per agenda item.)

None.

**CONSENT AGENDA**

For the Consent Agenda, **Dick Cook made a motion to approve Items 6 – 12. Seconded by Lyle Dresher.** The vote was unanimously yes. Motion Carried. The *Roll Call Vote* proceeded as follows:

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	1	1		
DENTON (CITY) – Pugsley	1	1		

DENTON COUNTY – Harris	1	1	
DC AT-LARGE - Calmes	1	1	
DCFWS #1A – Clark	1	1	
DCFWS #7 – Mercer	1	1	
DOUBLE OAK – Cook	1	1	
FLOWER MOUND – Riggs	1	1	
HIGHLAND VILLAGE – Lubke	1	1	
IRVING – (vacant, 1 vote)			
JUSTIN – (vacant, 1 vote)			
KRUM - Kennedy	1	1	
LAKE CITIES MUA – Fairfield	1	1	
LEWISVILLE – Ferris	1	1	
MUSTANG SUD - Boyd	1	1	
NORTHLAKE - Dresher	1	1	
PILOT POINT - McCracken	1	1	
PONDER - Anderson	1	1	
PROSPER - JaromIn	1	1	
SANGER – LaPlene	1	1	
TOTAL	22	22	0

The Consent Agenda items approved were:

6. Adopt minutes of May 7, 2020 Board Meeting.
7. Accept Monthly Management Report for the period ended April 30, 2020.
8. Accept Quarterly Investment Report for the period ended March 31, 2020.
9. Authorize staff to forward preliminary estimates of fees and charges for next fiscal year (FY2021) to Members and Customers for budget planning purposes.
10. Authorize the Executive Director to enter into purchasing agreements with:
  - A. The Carbon Agency and Sigler Communications for Graphic Design and Digital Advertising Services.
  - B. Various vendors for the purchase of bulk chemicals for the Regional Treated Water System and the Wastewater Systems.
  - C. Lamar Industries, Inc. as the Primary Vendor and kW Power Services as the alternate vendor for Back-up Generator Preventative Maintenance and Repair Services.

11. Receive Regional Treated Water System Hydraulic Efficiency and Optimization Study prepared by Carollo Engineers.
12. Receive report of construction change orders approved by staff.

**ITEMS FOR INDIVIDUAL CONSIDERATION**

13. Consider adoption of Resolution of Appreciation and Commendation for Virginia L. Blevins and her service as a Member of the Upper Trinity Regional Water District Board of Directors.

On behalf of the Board and Staff, Patterson extended his gratitude and appreciation for many years of loyal and dedicated service by Ms. Blevins. **Kristina Clark made a motion to approve the Resolution of Appreciation for Virginia L. Blevins and her service to the District. Seconded by Brian Roberson.** The *Roll Call Vote* was unanimously Yes. Motion Carried. The *Roll Call Vote* proceeded as follows:

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	1	1		
DENTON (CITY) – Pugsley	1	1		
DENTON COUNTY – Harris	1	1		
DC AT-LARGE - Calmes	1	1		
DCFWS #1A – Clark	1	1		
DCFWS #7 – Mercer	1	1		
DOUBLE OAK – Cook	1	1		
FLOWER MOUND – Riggs	1	1		
HIGHLAND VILLAGE – Lubke	1	1		
IRVING – (vacant, 1 vote)				
JUSTIN – (vacant, 1 vote)				
KRUM - Kennedy	1	1		
LAKE CITIES MUA – Fairfield	1	1		
LEWISVILLE – Ferris	1	1		
MUSTANG SUD - Boyd	1	1		
NORTHLAKE - Dresher	1	1		
PILOT POINT - McCracken	1	1		
PONDER - Anderson	1	1		
PROSPER - Jaromin	1	1		

SANGER – LaPlene	1	1		
TOTAL	22	22	0	

14. Engineering Contracts and Task Orders: **(Weighted Capital Vote)**

- A. Consider approval of Task Order No. 3 with AR Consultants, Inc. related to Cultural Resource Surveys for the Lake Ralph Hall project.

According to Ed Motley, AR Consultants, Inc. is expected to complete the bulk of the scope of services on cultural resources work for Task Order 2 within the next sixty days. And that their work under Task Order 2 has identified additional studies that are needed to complete the requirements dictated by the U.S. Army Corps of Engineers and Texas Historical Commission under the Programmatic Agreement. Therefore, Task Order No. 3 is needed to complete these requirements.

The proposed Task Order No. 3 includes a total budget amount not to exceed \$1,694,278. Staff recommends approval of Task Order No. 3 with AR Consultants, Inc.

- B. Consider approval of Contract and Task Order No. 1 with Dunaway Associates, LP for engineering services to evaluate the existing site and treated water elevated storage tank; and, develop recommendations for location of a new elevated storage tank.

Recently Staff worked with Carollo Engineers to complete the Treated Water System Hydraulic Efficiency and Optimization Study. The study recommended to evaluate District's existing elevated storage tank and site as well as to investigate feasible sites for elevated storage in the Northeast portion of District's service area. District staff determined Dunaway Associates, LP was the appropriate consultant to perform the evaluations.

Proposed Task Order No. 1 with Dunaway Associates, LP for engineering services related to the District's existing and future elevated storage tanks for a total not to exceed amount of \$280,000.

**Troy Norton made a motion to approve Agenda Items 14A and 14B as recommended by staff. Seconded by Kristina Clark. The vote was 40 Yes. 0 No. Motion Carried. The Weighted Capital Vote proceeded as follows:**

ENTITY	ELIGIBLE WEIGHTED VOTE	YES	NO	ABSENT
ARGYLE – Norton	1	1		
AUBREY - Roberson	1	1		
BARTONVILLE – Knowler	1	1		
CELINA – Burnham	2	2		
CORINTH – Hart	3	3		
DENTON (CITY) – Pugsley	2	2		
DC AT-LARGE - Calmes	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 – (vacant, 2 votes)				
JUSTIN – (vacant, 1 vote)				
KRUM - Kennedy	1	1		
LAKE CITIES MUA – Fairfield	2	2		
LEWISVILLE – Ferris	2	2		
MUSTANG SUD - Boyd	3	3		
NORTHLAKE - Drescher	1	1		
PILOT POINT - McCracken	1	1		
PONDER - Anderson	1	1		
PROSPER - Jaromin	1	1		
SANGER – LaPlene	1	1		
TOTAL	40	40	0	

15. Authorize the Executive Director to enter into purchasing agreement with Wonderware West for the purchase of updated SCADA software platform and replacement servers. **(Weighted Capital Vote)**

The District currently uses Wonderware System Platform at each of its six treatment plants. These plants were built over a period of years, the SCADA systems were installed by different Integrators resulting in dissimilar operating processes, many of which have been in service for over a decade.

An additional key reason to move to the system-wide platforms is the fact that the existing servers currently in use are no longer supported by Microsoft. Staff recommends authorizing the Executive Director to enter into a purchasing agreement with Wonderware West in the amount of \$526,427.20 for the purchase of updates SCADA software platform and replacement servers. Funds are provided in the FY2020 Capital Budget (21-56S) for this purchase.

**Del Knowler made a motion to approve Agenda Item 15 as recommended by staff. Seconded by Kevin Mercer.** The vote was 40 Yes. 0 No. Motion Carried. The *Weighted Capital Vote* proceeded as follows:

ENTITY	ELIGIBLE WEIGHTED VOTE	YES	NO	ABSENT
ARGYLE – Norton	1	1		
AUBREY - Roberson	1	1		
BARTONVILLE – Knowler	1	1		
CELINA – Burnham	2	2		
CORINTH – Hart	3	3		
DENTON (CITY) – Pugsley	2	2		
DC AT-LARGE - Calmes	1	1		
DCFWSO #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 – (vacant, 2 votes)				
JUSTIN – (vacant, 1 vote)				
KRUM - Kennedy	1	1		
LAKE CITIES MUA – Fairfield	2	2		
LEWISVILLE – Ferris	2	2		
MUSTANG SUD - Boyd	3	3		
NORTHLAKE - Dresher	1	1		
PILOT POINT - McCracken	1	1		
PONDER - Anderson	1	1		
PROSPER - Jaromin	1	1		
SANGER – LaPlene	1	1		
TOTAL	40	40	0	

16. 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; 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.

The Board of Directors went into Executive Session at 1:32pm.  
 The Board returned to open meeting at 1:51pm.

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

The Board discussed the purchase or exchange of the following property items in Executive Session necessary for the Lake Ralph Hall Project:

- Parcel P-161-LRH (Banister)
- Parcel P-162-LRH (Beeler)
- Parcel P-163-LRH (Harris)
- Parcel P-164-LRH (Wayne Scott)
- Parcel P-165-LRH (JW Scott)
- Parcel P-166-LRH (Elma Scott)
- Parcel P-167-LRH (Reese)
- Parcel P-168-LRH (Ackley)
- Parcel P-169-LRH (Karl)

- Parcel P-171-LRH (Li Real Estate)
- Parcel P-172-LRH (Ezra Scott Jr)
- Parcel P-174-LRH (Hutson)
- Parcel P-170-LRH (Davis) to exchange the UTRWD Surplus P-122-LRH (Aloha)
- Parcel P-173-LRH (Ezra Scott Jr) to exchange the UTRWD Surplus P-89-LRH (Scott, Derrick)
- Parcel P-175-LRH (McAvoy) to exchange the UTRWD Surplus P-01-LRH (Wright)
- Parcel P-176-LRH (Stout) to exchange the UTRWD Surplus P-01-LRH (Wright)

**Troy Norton made a motion to approve the acquisition of properties listed above necessary for the Lake Ralph Hall Project. Seconded by Lyle Dresher.** The vote was 40 Yes. 0 No. Motion Carried. The *Weighted Capital Vote* proceeded as follows:

ENTITY	ELIGIBLE WEIGHTED VOTE	YES	NO	ABSENT
ARGYLE – Norton	1	1		
AUBREY - Roberson	1	1		
BARTONVILLE – Knowler	1	1		
CELINA – Burnham	2	2		
CORINTH – Hart	3	3		
DENTON (CITY) – Pugsley	2	2		
DC AT-LARGE - Calmes	1	1		
DCFWSD #1A – Clark	2	2		
DCFWSD #7 – Mercer	2	2		
DOUBLE OAK – Cook	1	1		
FLOWER MOUND – Riggs	9	9		
HIGHLAND VILLAGE – Lubke	2	2		
IRVING – (vacant, 2 votes)				
JUSTIN – (vacant, 1 vote)				
KRUM - Kennedy	1	1		
LAKE CITIES MUA – Fairfield	2	2		
LEWISVILLE – Ferris	2	2		
MUSTANG SUD - Boyd	3	3		
NORTHLAKE - Dresher	1	1		
PILOT POINT - McCracken	1	1		
PONDER - Anderson	1	1		
PROSPER - JaromIn	1	1		
SANGER – LaPlene	1	1		
TOTAL	40	40	0	



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

Due to the July 4<sup>th</sup> Holiday being observed on Friday July 3<sup>rd</sup>, the July Board Meeting has been rescheduled for the following Thursday, July 9<sup>th</sup>.

19. Public Comments Concerning Non-Agenda Topics. (Members of the Public who desire to address the Board should email to: [speaker-request@utrwd.com](mailto:speaker-request@utrwd.com) by 5:00 pm on Wednesday, June 3. Please include your name and address, along with your comment in the body of the email. Each speaker will be limited to three (3) minutes. To provide all members of public 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.

20. Adjournment.

There being no further business, President Lubke adjourned the meeting at 1:55 P.M.

Recorded By:

  
\_\_\_\_\_  
Nancy Tam, Assistant Secretary, Board of Directors

Certified By:

  
\_\_\_\_\_  
Clay Riggs, Secretary, Board of Directors

