



MINUTES

UPPER TRINITY REGIONAL WATER DISTRICT BOARD OF DIRECTORS

March 7, 2024

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 M. Riggs presiding at 1:33 P.M. on Thursday, March 7, 2024, 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
Brian Roberson | Aubrey
Kimberly Brawner | Celina
Stephen Gay | Denton
Dave Nelson | Double Oak
Orlando Sanchez | Irving
Kelly Rouse | Lewisville
Drew Corn | Northlake
Alina Ciocan | Sanger

Lyle Drescher, VP | Denton County At Large
Allen L. McCracken, II, Secretary | Pilot Point
Del Knowler | Bartonville
Mark Pape | Copper Canyon
Kevin Mercer | DCFWSD #7
Rich Lubke | Highland Village
Mike Fairfield | Lake Cities MUA
Chris Boyd | Mustang SUD
George Dupont | Prosper

Absent:

Troy Norton | Argyle
Nate Winchester | Krum

Glenn Barker | Corinth
Michael Anderson | Ponder

Staff and Advisors in Attendance:

Larry N. Patterson, Executive Director
Nancy Tam, Assistant to Executive Director
Mary Dockery, Controller
Todd Williams, Mgr of Budget and Financial
Dustin Wright, Mgr of IT Services
Enrie Romero, Budget Analyst
Adam McKnight, Deputy Director Eng & Constr
Ben Hodges, Deputy Director of Operations
Ronna Hartt, Asst Dir of Ops – Water Resources
Jan Morris, Chief Administrative Officer

Matthew Boyle, General Counsel
Lester Harris, Chief Financial Officer
Elisa Moreno, Staff Accountant II
Stephanie Noel, Sr. Financial Analyst
Marcos Zepeda, IT Specialist
Tom Snyder, Director of Special Projects
Kaylee Waldo, Project Engineer
Ed Motley, LRH Program Mgr
Doug Janeway, Mgr of Property Services
Blake Aldredge, Water Education Coordinator

Others in Attendance:

Kurt Wilson, Halff Associates
Marty Paris, Kimley-Horn
Andre McBarnette, CDM Smith

Bill Pembroke, Halff Associates
Donald McKinney, Town of Argyle
Andre Garces, Plummer

3. Pledge of Allegiance and Invocation

Pledge of Allegiance was led by Drew Corn. The invocation was delivered by Greg Scott.

4. Oath of Office

President Riggs administered the Oath of Office for Mr. George Dupont, newly appointed Board Member for the Town of Prosper to fill the unexpired portion of Frank Jaromin's term (until May 31, 2027). Mr. Dupont had served on Upper Trinity's Board from November 2011- May 2015.

5. Opening Remarks:

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

President Riggs is very proud of the District as recipient for the 15th consecutive year of the Distinguished Budget Presentation Award.

- 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.

The Executive Director discussed the following topics:

- i. The Texas panhandle area was devastated by recent fires. The Texas Army National Guard was involved in fighting the fires. District donated hay grown on Lake Ralph Hall leased lands - - 4 truckloads of hay already sent to feed cattle in panhandle.
 - ii. We are about a month ahead of total water demand; highlighting the need for more rain and water conservation efforts.
 - iii. Staff presented a new informational video on Lake Ralph Hall. Board Members are welcome to use it to inform their council or staff regarding the features of our new Lake.
- C. Presentations about awards, recognitions, achievements, etc. of the District, Board Members, Member Entities, and Staff.

Lester Harris recognized the Budget Team for winning its 15th consecutive year of the ***Distinguished Budget Presentation Award*** for the FY 2024 Annual Operating and Capital Budget, recognized by ***Government Finance Officers Association (GFOA)***.

6. Visitor Comments Concerning Agenda Topics

None.



CONSENT AGENDA

Rich Lubke made the motion to approve the Consent Agenda Items 7-12 as presented by staff. Seconded by Lyle Dresher. The *Roll Call Vote* was 18 Yes, 0 No, 4 Absent. Motion carried. The approved Consent Agenda Items were:

7. Adopt Minutes of February 1, 2024 Board Meeting.
8. Accept Monthly Management Report for the period ended January 31, 2024.
9. Authorize the Executive Director to enter into appropriate purchasing agreements with Sigler Communications and certain media outlets, based on recommendations from Sigler Communications, for advertising related to the District's Water Conservation and Watershed Protection education and outreach programs.
10. Receive report of construction change orders approved by staff.
11. Authorize advertisement to prequalify bidders for Harpool Northeast Transmission Pipeline Phase 2.
12. Authorize advertisement for bids for long lead equipment for the Taylor WTP Expansion.

ITEMS FOR INDIVIDUAL CONSIDERATION

13. Consider adoption of Resolution of Appreciation and Commendation for Frank Jaromin and his distinguished service as a member of the Upper Trinity Regional Water District Board of Directors.


Board Secretary Allen McCracken read the Resolution of Appreciation honoring Mr. Frank Jaromin and his distinguished service as a member of the Board of Directors. The District appreciates Frank's dedication and faithful services to the Board. Because Frank is not available to attend the meeting today, a special appreciation plaque will be delivered to him at a later date. **Greg Scott made the motion to adopt the Resolution as presented. Seconded by Kimberly Brawner.** The *Roll Call Vote* was 18 Yes, 0 No, 4 Absent. Motion carried.

14. Consider adoption of Resolution of Appreciation to Jeff Walker for his service as Executive Administrator of Texas Water Development Board (TWDB).

Larry Patterson read the Resolution of Appreciation honoring Mr. Jeff Walker for his support for the District. The Resolution and a special plaque will be presented to him at a later date. **Alina Ciocan made the motion to approve Agenda Item 14 as presented by staff. Seconded by Greg Scott.** The *Roll Call Vote* was 18 Yes, 0 No, 4 Absent. Motion carried.

15. Consider approval of Task Order No. 2 with Kimley-Horn Associates, Inc. related to utility coordination, design, and construction services for TxDOT FM 1385 widening improvements and related budget amendment.: **(Weighted Capital Vote)**

The proposed Project will expand the highway right-of-way by adding additional lanes and other improvements along FM 1385 corridor. The District has a treated water pipeline along the FM



1385 corridor that could be impacted and the District has to proceed quickly to be able to continue service to this area. Staff recommended to approve Task Order No. 2 with Kimley-Horn and Associates, Inc. for engineering services related to utility coordination, design, and construction services for TX DOT FM 1385 widening improvements for a not to exceed amount of \$387,713 and related budget amendment. **Rich Lubke made the motion to approve Agenda Item 15 as presented. Seconded by Kevin Mercer.** The *Weighted Capital Vote* was unanimous with 41 Yes, 0 No, 6 Absent. Motion carried.

Entity	Eligible Weighted Votes	Yes	No	Abstain	Absent
ARGYLE – Norton	1				1
AUBREY – Roberson	1	1			
BARTONVILLE – Knowler	1	1			
CELINA – Brawner	3	3			
CORINTH – Barker	3				3
DC AT-LARGE – Dresher	1	1			
DCFWS #7 – Mercer	2	2			
DENTON (city) – Gay	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 – Rouse	3	3			
MUSTANG SUD – Boyd	5	5			
NORTHLAKE – Corn	3	3			
PILOT POINT – McCracken	1	1			
PONDER – Anderson	1				1
PROSPER – Dupont	1	1			
SANGER – Ciocan	1	1			
TOTAL:	47	41	0	0	6

16. Lake Ralph Hall Agenda Items: (Weighted Capital Vote)

- A. Consider approval of Task Order No. 2 with Halff Associates, Inc. for continued design of the Lake Ralph Hall – Lake Support Facilities and Recreational Grant Consultation Services.

Task Order No. 2 with Halff Associates, Inc. will continue the design phase for the Lake Ralph Hall Support Facilities, as well as provide recreational grant consultation services. The Task Order includes the following services:

- Headquarters Design (Schematic Design and Site Master Plan Design)
- Fossil Park (Final Design and Construction Plans/Specifications)
- Recreational Grant Consultation Services.



Staff recommended approval of Task Order No. 2 with Halff Associates, Inc. for continued design of the Lake Ralph Hall Support Facilities and Recreational Grant Consultation Services in the not to exceed amount of \$818,035.

- B. Authorize the Executive Director to enter into a contract with Johnston Technical Services, Inc. (JTS) for installation of microwave radio equipment, tower construction/erection, with antennae connection and alignment to provide a secondary communications path for District facilities of the Lake Ralph Hall conveyance system.

The proposed network communication expansion is to meet operational needs of the District for the Lake Ralph Hall water conveyance system. Staff recommended that the Board of Directors authorize the Executive Director to enter into a Construction Agreement with Johnston Technical Services, Inc. for construction and installation of microwave communications equipment for the Lake Ralph Hall Conveyance System for a fee of \$1,895,214.38. **Rich Lubke made the motion to approve Items 16A and 16B as presented. Seconded by Drew Corn.** The *Weighted Capital Vote* was unanimous with 41 Yes, 0 No, 6 Absent. Motion carried.

Entity	Eligible Weighted Votes	Yes	No	Abstain	Absent
ARGYLE – Norton	1				1
AUBREY – Roberson	1	1			
BARTONVILLE – Knowler	1	1			
CELINA – Brawner	3	3			
CORINTH – Barker	3				3
DC AT-LARGE – Dresher	1	1			
DCFWSD #7 – Mercer	2	2			
DENTON (city) – Gay	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 – Rouse	3	3			
MUSTANG SUD – Boyd	5	5			
NORTHLAKE – Corn	3	3			
PILOT POINT – McCracken	1	1			
PONDER – Anderson	1				1
PROSPER – Dupont	1	1			
SANGER – Ciocan	1	1			
TOTAL:	47	41	0	0	6

- 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, 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 Board of Directors went into Executive Session at 2:21 P.M.
 The Board returned to open meeting at 2:47 P.M.

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

The Board discussed Resolution No. 2024 - 08 to declare certain property surplus to District needs and to exchange the UTRWD Surplus Tract for the Parcel P256-LRH Johnson tracts based on the agreed terms as stated pursuant to and in accordance with Chapter 49 Texas Water Code. **Lyle Dresher made the motion to approve Agenda Item 19 as presented by staff. Seconded by Brian Roberson.** The *Weighted Capital Vote* was unanimous with 41 Yes, 0 No, 6 Absent. Motion carried.

Entity	Eligible Weighted Votes	Yes	No	Abstain	Absent
ARGYLE – Norton	1				1
AUBREY – Roberson	1	1			
BARTONVILLE – Knowler	1	1			
CELINA – Brawner	3	3			
CORINTH – Barker	3				3
DC AT-LARGE – Dresher	1	1			
DCFWS #7 – Mercer	2	2			
DENTON (city) – Gay	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 – Rouse	3	3			
MUSTANG SUD – Boyd	5	5			
NORTHLAKE – Corn	3	3			
PILOT POINT – McCracken	1	1			
PONDER – Anderson	1				1
PROSPER – Dupont	1	1			
SANGER – Ciocan	1	1			
TOTAL:	47	41	0	0	6



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

None.

21. Visitor Comments Concerning Non-Agenda Topics.

None.

22. Adjournment.

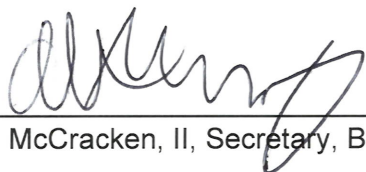
There being no further business, President Riggs adjourned the meeting at 2:48 P.M.

Recorded by:



Nancy T. Tam, Assistant Secretary, Board of Directors

Certified by:



Allen L. McCracken, II, Secretary, Board of Directors

