



**NORTH TEXAS MUNICIPAL WATER DISTRICT  
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**MINUTES OF REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
OCTOBER 24, 2024**

The North Texas Municipal Water District (NTMWD) Board of Directors met in a regular meeting on Thursday, October 24, 2024, at 2:30 p.m. Notice of the meeting was legally posted in accordance with Government Code, Title 551, Open Meetings.

**I. CALL TO ORDER**

Vice President David Hollifield called the meeting to order at approximately 2:30 p.m.

Vice President Hollifield advised the following regarding the meeting:

The meeting today is being conducted in person with two-way video and audio communication between Board members participating by videoconference, establishing a quorum. The public may attend the meeting in person. Audio and video of Board members participating by videoconference will be visible. Members of the public wishing to listen to live audio from the meeting may do so by calling in.

**II. INVOCATION**

Director Marvin Fuller offered the invocation.

**III. PLEDGE OF ALLEGIANCE**

Vice President Hollifield led the Pledge of Allegiance.

**IV. PLEDGE OF ALLEGIANCE TO THE TEXAS FLAG**

Vice President Hollifield led the Pledge of Allegiance to the Texas Flag.

**V. ROLL CALL/ANNOUNCEMENT OF QUORUM**

The roll was called, and attendance was confirmed as follows:

| <b>DIRECTOR</b>            | <b>IN PERSON</b> | <b>REMOTE</b> | <b>ABSENT</b> |
|----------------------------|------------------|---------------|---------------|
| Terry Sam <b>ANDERSON</b>  | √                |               |               |
| Rick <b>CROWLEY</b>        | √                |               |               |
| George <b>CRUMP</b>        |                  | √             |               |
| Lori Barnett <b>DODSON</b> |                  |               | √             |
| Phil <b>DYER</b>           | √                |               |               |
| Joe <b>FARMER</b>          | √                |               |               |
| Marvin <b>FULLER</b>       | √                |               |               |
| David <b>HOLLIFIELD</b>    | √                |               |               |
| Chip <b>IMRIE</b>          | √                |               |               |
| Blair <b>JOHNSON</b>       |                  | √             |               |
| Ronald <b>KELLEY</b>       | √                |               |               |
| James <b>KERR</b>          | √                |               |               |
| Geralyn <b>KEVER</b>       | √                |               |               |
| Alan <b>McCUISTION</b>     | √                |               |               |
| Rick <b>MANN</b>           | √                |               |               |
| Jack <b>MAY</b>            | √                |               |               |
| Don <b>PASCHAL</b>         | √                |               |               |
| Richard <b>PEASLEY</b>     | √                |               |               |
| George <b>PUREFOY</b>      | √                |               |               |
| Randy <b>ROLAND</b>        |                  | √             |               |
| Keith <b>STEPHENS</b>      | √                |               |               |
| Ray <b>STEPHENS</b>        | √                |               |               |
| Jody <b>SUTHERLAND</b>     |                  | √             |               |
| John <b>SWEEDEN</b>        | √                |               |               |
| Larry <b>THOMPSON</b>      |                  | √             |               |

The following NTMWD legal and professional consultants attended the meeting:

- Lauren Kalisek – Lloyd Gosselink Rochelle & Townsend

**VI. OPENING REMARKS**

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

Vice President Hollifield reminded Directors that during November and December the Board meetings will be held on the third Thursday rather than the fourth Thursday. The committee meeting schedule will also be moved up a week early.

He reviewed the tentative meeting schedule for November 2024 as follows:

- Wednesday, November 6: Executive and Finance Committees
- Wednesday, November 20: Legislative, Water, and Wastewater Committees
- Thursday, November 21: Board Meeting

- B. Executive Director's Status Report concerning legislation and regulatory matters, budgets, current projects and ongoing programs of the District including the Regional Water System, Regional Wastewater System, Regional Solid Waste System, Watershed Protection, and Water Conservation

Executive Director Jenna Covington said a new recruitment video targeting veterans is complete and will be available to the public beginning on Veteran's Day, November 11, 2024. Due to technical difficulties with the video during the meeting, Executive Director Jenna Covington stated it will be provided to the Board in the weekly update.

Assistant General Manager Billy George recognized members of the NTMWD Operations Challenge Competition Team, Centrifugal Force, who placed second overall at WEFTEC 2024 in New Orleans.

Mr. George also recognized supervisors from five of the District's wastewater treatment plants for having no violations during 2023. Each received a Gold Peak Performance Award from the National Association of Clean Water Awards. Recipients include:

- Rowlett Creek RWWTP (Jason Pittsinger)
- Floyd Branch RWWTP (Jason Pittsinger)
- Seis Lagos WWTP (Jason Fisher)
- Panther Creek WWTP (Baron Snelgrove)
- Buffalo Creek WWTP (Jason Fisher)
- Bear Creek WWTP (Jason Fisher)

Assistant General Manager Jeff Mayfield provided some background information on the SWANA Road-E-O competition. He recognized two employees, Robert Quiñonez and Will Tomlinson, on their first place awards.

Executive Director Covington stated that progress continues on the boundary adjustment between Texas and Oklahoma at the Texoma Pump Station site. The agreement has been approved by Texas and on October 30<sup>th</sup> the Oklahoma contingency will review and consider the boundary adjustment. Upon approval,

this will bring a final resolution to bringing the District's Texoma Pump Station back into the State of Texas.

## VII. PUBLIC COMMENTS

Prior to the start of the meeting, speakers must complete and submit a "Public Comment Registration Form." During the public comment portion of the meeting, speakers will be recognized by name and asked to provide their comments. The time limit is three (3) minutes per speaker, not to exceed a total of thirty (30) minutes for all speakers. The Board may not discuss these items but may respond with factual or policy information.

There were no requests for public comment.

## VIII. DISCUSSION ITEMS

### A. Year in Review

- Executive Director Covington provided an overview of the following major milestones:
  - Texas/Oklahoma Boundary Adjustment
  - Bois d'Arc Lake Opening
  - Conservation Plan and Water Resource Emergency Management Plan First major update since 2019
- She also reviewed progress on other major projects:
  - Customer Premium
  - Leonard Water Treatment Plant Phase II Expansion
  - PFAS Regulations
  - Solid Waste Fourth Transfer Station
  - Sister Grove Regional Water Resource Recovery Facility
  - Long-Range Water Supply
- Assistant General Manager Cesar Baptista reviewed Capital Improvements:
  - FY24 CIP – Most Successful Capital Program in NTMWD History
    - Largest CIP program ever for a single year
    - Awarded \$1.11B in total contracts
  - Keys to success
  - FY25 CIP
  - Planned award of \$1.09B
  - Growth, Aging Infrastructure, and Regulatory Requirements
  - 135 Active Projects (design and construction) with combined contract values of \$2.34B
- Assistant General Manager George reviewed Water and Wastewater Accomplishments:
  - Water Operations:
    - Regulatory
    - Annual Water Pumping
    - Major Maintenance

- Linear Assets
- Asset Management
- Training and Development

Wastewater Operations:

- Operations Improvements
  - Condition Assessments and Analysis of Conveyance System
  - Training and Development
  - Electronic Operations and Maintenance
  - New Process Plant Modeling
- Assistant General Manager Jeff Mayfield reviewed Solid Waste and Integrated Services accomplishments:

Solid Waste:

- Maximize the Site Life of the 121 RDF
- 121 RDF South Slope Closure
- Negative Carbon Footprint
- Member City Cost Below \$38.25 per Ton

Integrated Services:

- Maintenance
- Safety
- Information Technology

- Assistant General Manager Jeanne Chipperfield reviewed Shared Services Accomplishments:

Human Resources:

- Expanded recruiting efforts, updated plan documents for District's 3 retirement plans

Procurement Department:

- Began oversight of the construction bidding process and, oversight and management of p-card program

Finance and Accounting:

- Provided one-time RWS rate adjustment to all participants due to chemical price savings; procurement of a new enterprise resource planning system underway

Communications:

- Developed the District's first External Communications Plan
- Launched new website

- Executive Director Covington provided an overview of recognitions and awards received by the District.

Executive Director Covington provided an overview of future projects and efforts for the next year as follows:

- \$1.34B Capital Improvement Plan
- New water supplies
- PFAS Phase II
- Lower East Fork Regional Sewer Facility

- Implementation of the second Independent Financial Review
- Industrial Pretreatment
- Major policy review and restructuring
- 89th Texas Legislative Session

Several Directors offered congratulatory remarks to the staff.

B. Review of the fiscal year 2024 Regional Water System Variable Costs

Assistant General Manager - Financial Officer Jeanne Chipperfield presented this item related to the Regional Water System. She reviewed that under Financial Policy Section 6, the Board may consider a rebate of variable costs to Members and Customers who do not exceed their annual minimum for the Water Year. Per Policy, the rebate information is to be reviewed at the October Board Meeting and, if applicable, rebate payments are placed on the November Board meeting agenda. The total funds to be rebated are calculated as the difference between the budgeted variable costs and the actual variable cost for the fiscal year. Should the variable cost budget be exceeded, then no rebate will be administered. Rebate funds are allocated to eligible Members and Customers based on the proportionate share of the underage on water minimums.

Details of the FY24 budget versus actual costs were reviewed for water gallons sold, chemicals, electric power, and purchased water. The gallons sold were 3.5 billion gallons less than the total of budgeted annual minimums. For chemicals, a rate adjustment approved in July reduced the chemical budget due to lower pricing on sodium hydroxide (\$6.4M), which was previously accounted for in the calculation. Optimizations made at the Leonard Water Treatment Plant also resulted in less chemical purchases. Additionally, electric power and purchased water were reduced due to mild and wet early summer months, leading to less water being pumped from water sources.

Ms. Chipperfield advised that the Member Cities of Garland, Mesquite, Plano, and Richardson, and several Customer Cities were under their annual minimums and will receive their proportionate share of the amount available for rebate. She advised that District staff recommends placing rebate payments on the November Board agenda for consideration. She added that the District is in sound financial condition to provide variable cost rebates to eligible Members and Customers. If approved by the Board in November, notifications and rebate payments will be sent to applicable Members and Customers within 30 days of Board approval. She noted that in February staff will provide a full update on FY24 financial results to Finance Committee.

Discussion followed as to the history of the rebate program and the possible need to review this and other policies.

**IX. EXECUTIVE SESSION**

There were no scheduled Executive Session items.

**X. RECONVENE INTO REGULAR SESSION**

In accordance with Texas Government Code, Chapter 551, the Board of Directors of NTMWD will reconvene into regular session to consider action, if any, on matters discussed in Executive Session.

There were no scheduled Executive Session items.

**XI. CONSENT AGENDA ITEMS**

Vice President Hollifield inquired whether any Director would like to remove an item from the Consent Agenda for separate discussion. There were no requests for separate discussion.

Upon a motion by Director Geralyn Kever to approve the Consent Agenda items and a second by Director Phil Dyer, the Board of Directors voted unanimously to approve the Consent Agenda items. Director Jody Sutherland was absent from the vote.

**A. September 26, 2024, Regular Board Meeting Minutes**

The Executive Director and NTMWD staff recommend the Board of Directors approve the minutes of the Board Work Session held on Thursday, September 26, 2024, as presented.

**B. September 12, 2024, Board Works Session Meeting Minutes**

The Executive Director and NTMWD staff recommend the Board of Directors approve the minutes of the regular Board meeting held on Thursday, September 12, 2024, as presented.

**C. Modification of the Capital Projects Request**

Recommend the Board of Directors approve the October 2024, Modification of Capital Projects Request as presented.

**XII. AGENDA ITEMS FOR INDIVIDUAL CONSIDERATION****GENERAL / ADMINISTRATIVE AGENDA ITEMS****A. Establish a Retirement Plan Committee for the Retirement Plan for Employees of North Texas Municipal Water District; Resolution No. 24-46**

Adoption of Resolution No 24-46 authorizing the establishment of the North Texas Municipal Water District Retirement Plan Committee.

Director Phil Dyer stated that this item was reviewed by the Personnel Committee on August 7<sup>th</sup> and October 9<sup>th</sup>. The Personnel Committee voted to recommend the Board of Directors adopt Resolution No. 24-46 authorizing the establishment of the North Texas Municipal Water District Retirement Plan Committee.

Upon a motion by Director Phil Dyer and a second by Director James Kerr, the Board of Directors voted unanimously to approve Resolution No. 24-46 as presented. Director Jody Sutherland was absent from the vote.

**WATER AGENDA ITEMS****B. Wylie Water Treatment Plant Conversion to Biologically Active Filtration; Project No. 101-0390-15; Tabulation of Bids and Award of Contract and Inspection Services**

Authorize award of a construction contract for construction of the first of three planned phases of the Wylie Water Treatment Plant (WTP) Biologically Active Filtration (BAF) project in the amount of \$22,375,000 to RAVA Construction, LLC and authorize internal inspection services in the amount of \$52,000.

Director John Sweeden said that the Water Committee reviewed this item yesterday and voted to recommend the Board authorize approval of this item.

The primary purposes of this project are to add filtered water flow control equipment to improve filter performance at Wylie Water Treatment Plants 2 and 3 and perform flow path changes and chemical addition modifications, preceding the Biologically Active Filtration conversions at these two Plants.

Director John Sweeden moved approval of this item. Director Jack May seconded the motion. Director Jody Sutherland was absent from the vote.

At Director May's request, Assistant General Manager George provided a brief explanation of this item and the benefits of BAF.

The Board of Directors voted unanimously to approve.

**C. Memorandum of Understanding Between the North Texas Municipal Water District and Tarrant Regional Water District for Water Conservation Strategic Services**

Authorize the Executive Director to execute a Memorandum of Understanding (MOU) between the North Texas Municipal Water District (NTMWD) and the Tarrant Regional Water District (TRWD) for funding in the combined not-to-exceed amount of \$800,000 (five-year term) and implementation of water conservation strategic services.

Director John Sweeden stated that the Water Committee reviewed this item yesterday and voted to recommend the Board authorize approval of this item.

This Memorandum of Understanding establishes a cooperative five-year agreement between the District and Tarrant Regional Water District for the development and funding of water conservation strategic services. These services will provide a new vision for regional conservation strategies, programs, and practices through a third-party consultant that will outline a plan to measurably reduce water use demands and water waste in the region.

Director Peasley commented on coordinating water conservation messages to the community.

Upon a motion by Director John Sweeden and a second by Director GERALYN KEVER, the Board of Directors voted unanimously to approve. Director Jody Sutherland was absent from the vote.



**WASTEWATER AGENDA ITEMS**

- D. Buffalo Creek Parallel Force Main, Project No. 507-0640-24; Authorization to use Construction Manager At Risk (CMAR) Delivery Method, and South Mesquite Creek Regional Wastewater Treatment Plant Peak Flow Management and Expansion, Project No. 301-0525-18; Amendment No. 6, Partial GMP No. 5, Engineering Services During Construction, and Pre-Construction and Procurement Services for the Buffalo Creek Parallel Force Main**

Authorize the use of Construction Manager At-Risk (CMAR) project delivery method for the Buffalo Creek Parallel Force Main project; authorize funding to Archer Western Construction, LLC in the amount of \$21,145,610.27 for Amendment No. 6 to the CMAR Agreement; authorize funding to Carollo Engineers, Inc. in the amount of \$547,400 for Engineering Services During Construction for work related to partial Guaranteed Maximum Price (GMP) No. 5 for the South Mesquite Creek Regional Wastewater Treatment Plant (RWWTP) Peak Flow and Expansion project; and authorize funding to Archer Western Construction, LLC in the amount of \$225,000 for CMAR pre-construction and procurement services for the Buffalo Creek Parallel Force Main project to be performed as additional work under the CMAR agreement for the South Mesquite Creek RWWTP Peak Flow and Expansion project.

Director Keith Stephens said that the Wastewater Committee reviewed this item yesterday and voted to recommend the Board approve this item.

A CMAR project delivery method for the Buffalo Creek Parallel Force Main is being incorporated with the South Mesquite Creek Plant project to provide the best value to the District. This item also authorizes additional work at the South Mesquite Plant including engineering services, procurement of long-lead equipment and a new electrical building critical for the ongoing expansion project.

Upon a motion by Director Keith Stephens and a second by Director Don Paschal, the Board of Directors voted unanimously to approve. Director Jody Sutherland was absent from the vote.

- E. Wilson Creek Regional Wastewater Treatment Plant, Plant 1 Primary Clarifiers and Aeration Improvements; Project No. 301-0655-24; Engineering Services Agreement, Final Engineering**

Authorize funding for an engineering services agreement with Brown and Caldwell, Inc. in the amount of \$4,186,495 for final design of primary clarifiers, aeration basins, and blower improvements at Plant 1 of Wilson Creek Regional Wastewater Treatment Plant (RWWTP).

Director Keith Stephens stated that the Wastewater Committee reviewed this item yesterday and voted to recommend the Board authorize approval of this item.

The Wilson Creek Master Plan outlined condition and reliability improvement projects at Plant 1 including replacement of primary clarifier mechanisms and odor control covers, structural repairs to aeration basins, and new blowers and electrical building blower.

Upon a motion by Director Keith Stephens and a second by Director Don Paschal, the Board of Directors voted unanimously to approve. Director Jody Sutherland was absent from the vote.

### **REAL ESTATE AGENDA ITEMS**

**F. Texoma Raw Water Pipeline No. 2; Project No. 101-0633-23; Resolution No. 24-44; Right of Way Acquisition Program**

Adoption of Resolution No. 24-44 authorizing funding in the amount of \$9,000,000 to acquire permanent and temporary easements.

Director Terry Sam Anderson stated that this item was reviewed at the September 25<sup>th</sup> Real Estate Committee meeting. The Committee voted to recommend the Board of Directors adopt Resolution No. 24-44 authorizing funding in the amount of \$9,000,000 to acquire permanent and temporary easements. Approval of this item facilitates construction of a parallel pipeline to increase the District's capacity to transport additional Texoma Raw Water to the Wylie and Leonard Water Treatment Plants for treatment and use.

Director Terry Sam Anderson moved approval of this item. Director Joe Farmer seconded the motion. Director Jody Sutherland was absent from the vote.

Director Dyer inquired whether this pipeline will be able to handle future additional water from Texoma. Mr. George responded that additional capacity will be needed. Director Dyer also inquired about the Zebra mussel issue that remains in Lake Texoma. Mr. George responded that due to the impending boundary change between Texas and Oklahoma at the Texoma Pump Station, the District's Section 404 permit needs to be revisited. Director Rick Crowley inquired about reinstating a previous process of using a shorter pipeline rather than the transmission pipeline from Texoma. Again, Mr. George referred to the Section 404 permit that needs to be changed.

The Board of Directors voted unanimously to approve Resolution No. 24-44 as presented.

**G. Buffalo Creek Parallel Force Main; Project No. 507-0640-24; Resolution No. 24-45; Right of Way Acquisition Program**

Adoption of Resolution No. 24-45 authorizing funding in the amount of \$500,000 to acquire permanent and temporary easements.

Director Terry Sam Anderson stated that this item was reviewed at the September 25<sup>th</sup> Real Estate Committee meeting. The Committee voted to recommend the Board of Directors to adopt Resolution No. 24-25 authorizing funding in the amount of \$500,000 to acquire permanent and temporary easements. Approval of this item facilitates construction of a force main to convey wastewater flows from the growing cities of Forney, Rockwall and Heath for treatment at the South Mesquite Creek Wastewater Treatment Plant.

Upon a motion by Director Terry Sam Anderson and a second by Director Ray Stephens, the Board of Directors voted unanimously to approve Resolution No. 24-45 as presented. Director Jody Sutherland was absent from the vote.

**XIII. CLOSING ITEMS**

- A. Opportunity for Board members to provide feedback or request potential future agenda items.

Director May requested a cybersecurity update as a potential future agenda item.

Director Keever expressed appreciation to the Vice President for conducting the meeting in the absence of President Crump.

Director Peasley commented on the Legislative Committee’s recent discussion regarding the 2025 Legislative Session. He suggested the District might include the Marvin Nichols Reservoir and conservation as future discussion items. He also suggested that a possible goal for the District might be regionalization and partnerships for additional water due to growth in the region.

**XIV. ADJOURNMENT**

There being no further business, the meeting adjourned at approximately 4:26 p.m.

APPROVED:

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GEORGE CRUMP, President

ATTEST:

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DONALD IMRIE, Secretary