



NORTH TEXAS MUNICIPAL WATER DISTRICT

501 E. Brown Street • Wylie, Texas 75098
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MINUTES SPECIAL MEETING OF THE BOARD OF DIRECTORS DECEMBER 21, 2017

The North Texas Municipal Water District (NTMWD) Board of Directors met in a special meeting on Thursday, December 21, 2017, at 1:30 p.m. in the NTMWD Administrative Offices located at 501 E. Brown Street, Wylie, Texas. Notice of the meeting was legally posted in accordance with Government Code, Title 551, Open Meetings.

I. CALL TO ORDER

President Robert Thurmond called the meeting to order at approximately 1:31 p.m.

II. ANNOUNCEMENT OF QUORUM

Secretary Don Gordon announced a quorum was present. Directors absent are noted below:

1	Anderson, Terry Sam	Absent
2	Dyer, Phil	
3	Farmer, Joe	
4	Fuller, Marvin	
5	Glass, Bill	
6	Gordon, Don	
7	Grooms, Darrell	Absent
8	Hogan, Rod	
9	Hollifield, David	Absent
10	Island, David	Absent
11	Joplin, Joe	
12	Kerr, James	
13	Lofland, Bill	
14	May, Jack	Absent
15	May, Wayne	
16	McKissick, Charles	Absent
17	Murphy, John	Absent
18	Parks, Larry	
19	Paschall, David	
20	Peasley, Richard	
21	Shuyler, Lynn	
22	Sweeden, John	
23	Thurmond, Robert	
24	Vacant (Forney Director)	
25	Vacant (Royse City Director)	

The following NTMWD legal consultants attended the meeting:

Lauren Kalisek – Lloyd Gosselink Rochelle & Townsend
Sara Thornton – Lloyd Gosselink Rochelle & Townsend
Mark Walsh – Saunders Walsh & Beard

III. DISCUSSION ITEM

A. Review NTMWD Consultant Selection and Fee Evaluation Process

Executive Director Tom Kula mentioned the purpose of this discussion was to provide additional information on the consultant selection process per requests previously received by NTMWD Directors.

Deputy Director Joe Stankiewicz noted that the presentation will walk through the selection process and discuss the fee evaluation process. He advised Jeff Ray, Engineering Manager, would present and answer questions.

Mr. Ray reviewed elements of the design project creation process as follows:

- Project need and vision
- Validating the project
- Consultant pre-qualification
- Consultant selection
- Consultant fee types
- Evaluation of fees

Upon Board member questions, Mr. Ray advised that the following types of services are prequalified:

- Water and Wastewater Treatment Design
- Water and Wastewater Pipeline Design
- Water Pump Station Design
- Wastewater Lift Station Design
- Water and Wastewater Master Planning
- Electrical and Instrumentation Designs
- Architectural Design (special case when new facilities are needed – not used in last cycle)
- Solid Waste Transfer Station and Landfill
- Project Management/Construction Management Services

Upon a Board member question, Mr. Ray advised that NTMWD cooperates with the Member Cities on minority participation requirements, but has not had to address minority participation on NTMWD's projects.

Upon a Board member question, Mr. Ray confirmed that he was not aware of personal social relationships between NTMWD employees and NTMWD's engineering firms.

Mr. Ray reviewed elements of the fee evaluation process as follows:

- Fee types
- Fee Evaluation
- Task and job classification breakdown
- Design cost per drawing
- Fee curve limitations
- Fee ratio examples
- Construction issues and the fee

Upon a Board member question, Mr. Stankiewicz confirmed that NTMWD does not deviate from this process even when timing is an issue.

Board members expressed appreciation for the presentation and advised the presentation had provided a better understanding of the process.

IV. ADJOURNMENT

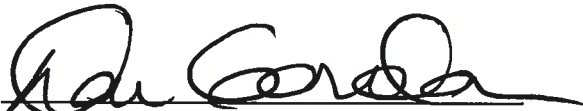
There being no further business, the meeting adjourned at approximately 2:35 p.m. The next regular meeting of the NTMWD Board of Directors will be held Thursday, December 21, 2017, at 4:00 p.m. at the North Texas Municipal Water District offices at 501 E. Brown Street, Wylie, Texas.

APPROVED:



ROBERT THURMOND, President

ATTEST:



DON GORDON, Secretary

(Seal)

