



NORTH TEXAS MUNICIPAL WATER DISTRICT
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EXECUTIVE COMMITTEE MEETING MINUTES
NOVEMBER 2, 2022

The Presiding Officer will be present at the meeting location, the NTMWD Administrative Offices, 501 E. Brown Street, Wylie, Texas 75098, with two-way video and audio communication between Board members participating by videoconference, establishing a quorum. The public may attend the meeting in person at the meeting location. Audio and video of Board members participating by videoconference will be visible to members of the public in attendance at the meeting location. The meeting will be recorded, and the audio recording will be available on the NTMWD website after the meeting.

Members of the public wishing to listen to live audio from the meeting may do so by calling in at (469) 210-7159 or toll free (844) 621-3956 and entering the following access code: 928 587 040. Please note this line will not provide for two-way communication and public comment at the meeting must be made in person at the meeting location.

I. CALL TO ORDER

President Jack May served as Presiding Officer and called the meeting to order at approximately 1:00 p.m. on Wednesday, November 2, 2022.

The following Executive Committee members were present; therefore, a quorum was present.

Executive Committee Members		
1	May, Jack (President)	In Person
2	Peasley, Richard (Vice-President)	Remote (1:12 p.m.)
3	Crump, George (Secretary)	Remote
4	Dyer, Phil (Past President)	Remote

Other Directors were in attendance along with Executive Director Jenna Covington and members of the NTMWD management team.

The following consultants participated by videoconference:

- Lauren Kalisek – Lloyd Gosselink Rochelle & Townsend

II. 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 Committee may not discuss these items but may respond with factual or policy information.

There were no requests for public comments.

III. OPENING REMARKS

- A. Chairman/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 advised that the November and December meetings are being moved up due to the holidays. She advised that with Veterans Day being on November 11th, Veterans will be recognized at the November Board meeting. Executive Director Covington also advised that Director Richard Peasley was recognized by the City of Frisco as Veteran of The Year at their Council meeting. He will also be honored at their Veterans Day parade.

Executive Director Covington advised that the Long Range Water Supply Work Session and Bois d'Arc Lake Board celebration dinner have been rescheduled. The work session will be December 8th and the dinner will be held following the January Board meeting.

Executive Director Covington advised that the Communications Department hosted its quarterly partnering meeting with communicators and public educators last Wednesday. Due to the pandemic, it was the first in-person meeting the past 2 years. The Water and Wastewater Partnering meeting is next Wednesday.

Executive Director Covington advised that she will be participating with several industry related activities over the coming weeks. Included are meetings with Texas Water Supply Planning process, the Texas Water Development Board Inter-Regional Planning Council, and a Legislative workshop in association with the Texas Water Supply partnership. She will serve on a panel discussion at the Horizon Conference.

IV. ACTION ITEMS

- A. Consider approval of Executive Committee meeting minutes – October 12, 2022

Upon a motion by Director George Crump and a second by Director Phil Dyer, the Executive Committee voted unanimously to approve the minutes for October 12, 2022.

V. DISCUSSION ITEMS

A. Agendas for November Board meeting and Committee meetings

Executive Director Covington reviewed the following:

1. Finance Committee meeting - The Finance Committee starts at 3:00 p.m. today. Implementation of the 2021 Independent Review Recommendations and Overview of Customer Premium and Buy-in Study will be discussed.
2. Real Estate Committee meeting – The Real Estate Committee will meet Wednesday, November 16th at 1:00 p.m. and the agenda is being developed.
3. Solid Waste Committee meeting – The Solid Waste Committee will meet Wednesday, November 16th at 2:30 p.m. On the agenda will be award of a construction contract and inspection services agreement for the 121 Regional Disposal Facility Sectors 6B and 6C Mass Excavation project along with several discussion items.
4. Water Committee meeting – The Water Committee will meet Wednesday, November 16th at 4:00 p.m. and the agenda is being developed.
5. Regular Board meeting - The Regular Board meeting is Thursday, November 17th at 2:30 p.m.

Executive Director Covington noted that there will not be an Executive Committee meeting or any Administrative Committee meetings for December.

B. Departmental updates

1. Administrative Services

Deputy Director Jeanne Chipperfield reviewed the following:

- The FY22 close out activities are underway for wastewater, solid waste and other smaller systems. The final cost per system has been determined and letters regarding credit memos and invoices were mailed to the affected cities yesterday. The net credit memo is approximately \$8.6 million going back to the Cities.
- The Regional Water System cost rebates will be included for Board consideration on the November 17th agenda.
- The Bank Depository Request for Proposals was issued yesterday and the proposals are due by December 14th. It was noted that two pre-proposal meetings will be held.
- The Confidential Reporting Hotline for employees to report concerns anonymously has been established. This service is being provided by a third party and the concerns will be managed by the Human Resources Department.

2. Engineering and Capital Improvement Program

Deputy Director Cesar Baptista reviewed the following:

- The Rayburn Country Electric termination agreement is scheduled for Board consideration this month. It is also an action item at the Water Committee. The termination agreement allows the release the \$5.2 million in funding previously authorized by the Board. The District does not have to reimburse Rayburn Country for the full amount of their construction cost, which was originally estimated close to \$25 million. Mr. Baptista expressed thanks to Rayburn Country Electric for their successful effort in having the Public Utility Commission approve their projects for cost recovery under the Transmission Cost of Service Program.
- Related to the Bois d'Arc Program, the project team obtained the results of the Leonard Plant testing and will be submitting the report documents to the Texas Commission on Environmental Quality (TCEQ) this Friday to start their 90-day review process. All other testing of facilities are on-going including the high service pump station. Mr. Baptista will provide an update on the overall Bois d'Arc Lake program to the full Board in December.
- A briefing will be provided this month on the Buffalo Creek Parallel Interceptor, Phase I project along with the status of the lawsuit with the City of Heath. The briefing will be provided to the full Board in Executive Session.

3. Solid Waste and Integrated Services

Deputy Director Jeff Mayfield reviewed the following:

- On October 20, 2022, the District submitted the Parkway Transfer Station Permit Amendment application to TCEQ which begins the regulatory review process for the request to convert the facility to a top load operation and increase the daily waste throughput from 770 tons per day to 1,500 tons per day both averaged over 365 days per year.
- In order to report certain analytical environmental data to the TCEQ, the District's laboratory must maintain accreditation under NELAP which is the National Environmental Lab Accreditation Program. Notice was received last week from TCEQ that from November 30 through December 2 the TCEQ intends to conduct an on-site assessment of the laboratory as part of maintaining the lab's accreditation process.

4. Water and Wastewater

Deputy Director Billy George reviewed the following:

Water

- Some much needed rainfall was received in recent weeks and lake levels have experienced some rise. Lavon Lake and Bois d'Arc lake have both risen almost a foot since last week. However, the region still remains in drought conditions and more rainfall is needed to replenish lake levels fully (Lavon is still 6 ft. down). More information on NTMWD water supplies, including lake level modelling and drought forecast updates, will be shared at the Water Committee this month.

- The TCEQ conducted a Comprehensive Compliance Inspection at the Wylie Water Treatment Plant Complex last month. Overall, the investigation was good. A couple of items were noted by TCEQ during the investigation that the team is working through, but nothing of significant concern. TCEQ's final report is probably a couple of weeks from being received.
- Applicable to both Water and Wastewater, the District is hosting the bimonthly Partnering Meeting with Member Cities and Customers next Wednesday. These meetings are held to keep lines of communication open with the District's water and wastewater partners.

Wastewater

- BAR Construction Inc. recently completed repairs to the Primary Clarifier No. 1 at Rowlett Creek Regional Wastewater Treatment Plant (WWTP) and the project manager has requested release of the final retainage, which will appear on the November Monthly Construction Progress Report (MCPR).
- Sabine Creek WWTP received notice and has since completed their Comprehensive Compliance Inspection (TCEQ Inspection), which took place on October 27th. During the out brief the inspector identified foaming on one of the activated sludge basins and asked for a photo showing resolution within 10 days, no other notable deficiencies were identified, or communicated during the out brief; the official report for the CCI is typically received 30-60 days after the inspection.

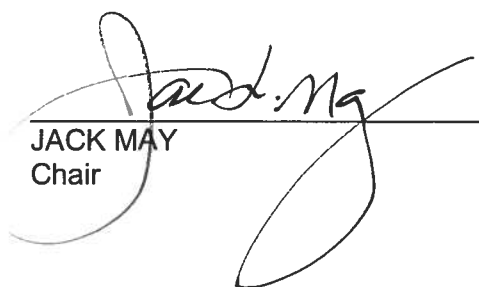
- C. Opportunity for Committee members to provide feedback on Executive Committee meeting or request potential future committee agenda items

There were no comments and no requests for potential future agenda items.

VI. ADJOURNMENT

There being no further business, the meeting was adjourned at approximately 1:30 p.m.

APPROVED:


JACK MAY
Chair