

**Regular Called Meeting
Riverbend Water Resources District
Board Meeting Minutes**

May 11, 2016

228 Texas Avenue, Suite A, New Boston, Texas 75570

M I N U T E S

I. Call to Order, Roll Call, and Establishment of Quorum and Certification of Notice

Pursuant to a notice posted on the District website on May 6, 2016, the Chair, Sean Rommel, President of the Board, called the meeting to order at 12:11 p.m.

Directors Present:

Sean Rommel, President
Jim Green, Vice President
Fred Milton, Secretary
Marshall Wood, Treasurer
Kelly Mitchell, Director

Directors Absent:

None.

Administration Present:

Elizabeth Fazio Hale, Executive Director/ CEO
David Glass, Smith Weber LLP, RWRD General Counsel
Eli Hunt, Plant Manager
Michael Saparito, Intern

Public Present:

Doug Bowers, City Manager, City of Nash
Bart Brock, District Staff, Office of Representative Gary Van Deaver
Lanny Buck, Engineer, KSA
Mike Burke, City Administrator, City of Wake Village
James Carlow, County Judge, Bowie County
Tony King, Police Chief, City of New Boston
Steve Mayo, Regional Water Liaison, City of Texarkana
Tony Smith, Engineer, Carollo Engineers
John Whitson, City Manager, City of Texarkana

II. Innovation

Fred Milton led the invocation.

III. Public Comments

None.

IV. Agenda Items for Individual Consideration

The Chair laid out Items A. and B. simultaneously for discussion and possible action.

A. Discussion and possible action regarding April 13, 2016 minutes.

B. Discussion and possible action regarding April 25, 2016 minutes.

A motion was made by **Fred Milton** and seconded by **Jim Green** to approve the minutes for the April 13, 2016 and April 25, 2016 meetings. The motion was approved unanimously.

C. Discussion and possible action regarding April 2016 monthly investment report and financial statements on all current accounts and funds.

Liz Fazio Hale provided information on the state of the District's accounts, investment report, and financial statements.

A motion was made by **Fred Milton** and seconded by **Marshall Wood** to approve the April investment report and financial statements. The motion was approved unanimously.

D. Discussion and possible action regarding approval of a resolution authorizing the Executive Director/CEO, Elizabeth Fazio Hale, to execute an agreement for the development of a Regional Water Master Plan.

Liz Fazio Hale provided information on the regional water master plan responses to the request for proposals. The District received three (3) proposals for planning from the following: Allan Plummer & Associates; KSA; and Susan Roth Consulting. A committee consisting of Liz Fazio Hale, Fred Milton, and Eli Hunt met to review and score the proposals. The proposals received the following scores: Susan Roth Water and Wastewater Consulting: 90; KSA 85; and Alan Plummer & Associates 73.

A motion was made by **Marshall Wood** and seconded by **Jim Green** to approve **RESO 20160511-01** authorizing the Executive Director/CEO to enter into negotiations and execute an agreement for the development of a Regional Water Master Plan in an amount

not to exceed \$450,000 with Susan Roth Water and Wastewater Consulting to provide regional water master planning services for Riverbend Water Resources District; or alternatively, to negotiate and enter into same with KSA under the same terms; or alternatively, to negotiate and enter into same with Allan Plummer & Associates under same terms. The motion was approved unanimously.

E. Discussion and possible action regarding approval of a resolution granting the Executive Director/CEO, Elizabeth Fazio Hale, the authority to issue RFQs and approve projects under a certain amount.

Liz Fazio Hale provided information on the approval of projects and solicitation of bids under Texas Water Code 49.273.

A motion was made by **Kelly Mitchell** and seconded by **Marshall Wood** to authorize the Executive Director/CEO to prepare with assistance from the staff, any and all public notification documents for the negotiation and execution of construction and repair projects, and to approve construction projects up to \$25,000 and all repair projects without limit, so long as there are already approved funds in the current budget for such construction and/or repair projects. The motion was approved unanimously.

F. Discussion and possible action regarding customer deposits, retail agreements, and minimum charges.

Liz Fazio Hale provided information on the current status of customer deposits, retail agreements, and minimum charges of the wet utility. The board further discussed establishing customer deposits, retail agreement, and setting new rates. All current customers should be put on notice that Riverbend Water Resources District will be undertaking public comments on the establishing new rates and that after a period of 6 months to a year, the Board may adjust rates accordingly.

No action was taken.

G. Discussion and possible action regarding Water Line Replacement and Chlorine Injection System Project.

Liz Fazio Hale provided information on the current status of a Water Line Replacement and Chlorine Injection System Project. Due to the urgency of this project, the staff have asked that it be a Design Build solicitation. This project will cost far over \$75,000, and due to the cost estimates, a formal notice for Invitation for Bids will be published in the Texarkana Gazette and Clarksville Times over the next two weeks. The deadline for submissions is Tuesday, May 31, 2016 at 2:00 p.m.

No action was taken.

H. Discussion and possible action regarding the appointment of representatives of the Riverbend Water Resources District to Region D Planning Group (state water planning).

Liz Fazio Hale provided information related to an approved motion by the Region D Planning Group (TWDB State Water Planning Group) for the addition of non-voting representatives to be added to the Region D Planning Group.

A motion was made by **Marshall Wood** and seconded by **Jim Green** to approve **RESO 20160511-03** appointing **Fred Milton** and **Kelly Mitchell** as non-voting members of the Region D Planning Group and **Elizabeth Fazio Hale** as an alternate.

I. Discussion and possible action regarding Lake Wright Patman and various regional water issues (Steve Mayo).

Steve Mayo provided an update regarding ongoing regional water issues including discussions with the US Corps of Engineers; the Texas Sunset Commission Report on SRBA; and TCEQ Watermaster for the Cypress Creek and Sulphur River Basin.

No action was taken.

J. Discussion and possible action regarding the purchase of TAC East Infrastructure.

Liz Fazio Hale provided an update on discussions with the City of Texarkana, Texas on the purchase of TAC East Infrastructure. John Whitson reported that there was a draft contract completed that need additional information on numbers in order to be completed. He and his staff would be meeting this week to finalize and would report on a time to meet in the near future.

No action was taken.

K. Discussion and possible action regarding update on the transfer of the wet utilities, including an introduction of new employees.

Liz Fazio Hale provided information on the recent transfer of the wet utilities including final closing items, actions, and recent activities of the wet utilities. New District employees were introduced and a tour of the new building was provided following the meeting.

Sean Rommel suggested a lunch for new employees and guests of the District at our next regular board meeting.

No action was taken.

V. Reports

A. Board of Directors

None.

B. Executive Director/ CEO

Liz Fazio Hale provided information on Ongoing Projects: Million-gallon Water Storage Tanks Project for Red River Army Depot and Leak Detection Project for Red River Army Depot. Possible Future Projects: Drying Beds Rehab Project; Wastewater Treatment Facility Expansion Project; Force Main Metering Over Gravity Metering Project.

VI. Next Regular Meeting

Wednesday, June 8, 2016 at 12:00 p.m. This was also suggested as a time to hold an Open House, if the staff felt that they had enough time to plan and execute the event.

VII. Adjournment

With no additional business to be discussed, a motion was made by **Marshall Wood** and seconded by **Fred Milton** to adjourn the meeting at 1:12 p.m. The motion was approved unanimously.

The previous corrected minutes of Riverbend Water Resources District Board of Directors meeting, May 11, 2016 were read and approved on the 8th day of June, 2016.


Sean Rommel, President

Attest:


Elizabeth Fazio Hale, Executive Director/ CEO