

**Regular Called Meeting
Riverbend Water Resources District
Board Meeting Minutes
January 16, 2014**

Location: 28 Morris Lane Suite 118, Texarkana, TX 75503

A G E N D A

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

Fred Milton, President of the Board, called the meeting to order at 12:00 p. m. and welcomed the guests in attendance.

Director's in Attendance:

Fred Milton Kelly Mitchell James Carlow
President Vice-President Board member

Director's absent:

Marshall Wood Sean Rommel
Secretary Treasurer

Staff in Attendance:

Scott Albert
Executive Director

Others in attendance:

Paige Alexander Matt McAdoo Wendell Davis
Texarkana, Gazette DeKalb Public Works Director Red River County WSC

II. Public Comments:

No comments

III. Agenda Items for Individual Consideration

A. Discussion and possible action regarding the December 2013 financial statements.

Executive Director stated the Board will consider budget amendments after the second quarter of the fiscal year. He also noted cash on hand has been decreasing which has been expected during FY 2013/14. The only unusual expense during the month of December was \$900.00 to Westbrook Productions in relation to website design services.

A motion was made by Kelly Mitchell and seconded by James Carlow to accept the RWRD December 2013, financial report. The motion was approved unanimously.

B. Discussion and possible action regarding the December 19, 2013 Regular Board meeting minutes.

A motion was made by James Carlow and seconded by Kelly Mitchell to accept the Board meeting minutes of December 19, 2013. The motion was approved unanimously.

C. Discussion and possible action authorizing the Executive Director to issue a public notice requesting qualifications for engineering services.

The Executive Director read the following memorandum into record:

Since June, Riverbend has been meeting with regional stakeholders and reviewing previous works regarding the area's water treatment infrastructure and resources. A common theme apparent throughout these meetings and studies is the lack of a comprehensive way-forward for the region. In order to successfully define a way-forward Riverbend must prepare a comprehensive plan which offers an overview of the region's water treatment infrastructure and resources. A comprehensive plan will make it much easier for Riverbend to determine the best direction with the greatest benefit for the region for the next fifty-years.

The objective of a comprehensive plan is to establish a business case for regional water supply and treatment needs, recommend a preferred way-forward, and demonstrate project viability. The plan will offer sufficient technical and financial information to promote regional support for the project.

The plan at a minimum will address the following questions:

1. Will the two regional water reservoirs, Millwood and Wright Patman provide a sustainable and sufficient supply of raw water to the region over the next fifty years?
2. What should occur with the New Boston Road WTP in regard to treating and delivering water to the region over the next fifty years?
3. What should occur with the Millwood WTP in regard to treating and delivering water to the region over the next fifty years?
4. Can the region meet projected demands with existing facilities (either as-is or expended) over the next fifty years? Is a new WTP needed, and if so, where should it be located?
5. Do existing facilities have the capacity to meet current/projected demand and current/projected finished water quality?
6. What infrastructure and water sources are necessary to ensure existing and future customers, including Member Cities and the TexAmericas Center site, have ample raw and/or treated water essential to attract and retain development?
7. What are the projected O&M and capital costs associated with new infrastructure? If recommended?
8. What are the alternatives for financing new infrastructure?
9. If Riverbend owns and maintains new treatment facilities how does Riverbend address existing and future water storage and rights?

On January 19, Riverbend will publish a notice for RFQ's in relation to obtaining engineering services necessary to address the questions above and prepare a comprehensive plan for the next fifty years. It's Riverbend's intent to award and commence work on the plan no later than April 21, 2014.

The Executive Director also mentioned after the Board selects an engineering firm negotiations will immediately commence in preparing a scope of work (sow) and related price. The Executive Director has also been researching various funding alternatives for the upcoming SOW.

A motion was made by Kelly Mitchell and seconded by James Carlow authorizing the Executive Director to issue a public notice for RFQ's in relation to engineering services. The motion was approved unanimously.

IV. **Reports:**

A. **Executive Director:**

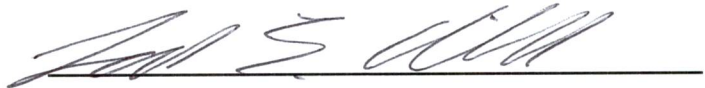
Executive Director mentioned Chris Knauth is busy and unfortunately cannot begin the districts audit until late May. The Board asked if the District would adhere to the required deadlines for completing the audit. The Executive Director stated probably not. The Board asked if we could search for other auditing services. The Executive Director stated we were committed to Chris for fiscal years 2012 and 2013. However, we can issue an RFQ in relation to auditing services for the upcoming fiscal year end 2014.

B. **RWRD Board Members:**

No comments

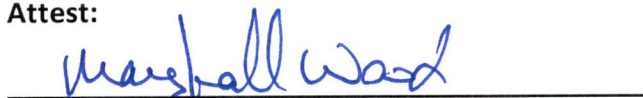
- V. **Adjourn:** With no additional business to be discussed, a motion was made by Kelly Mitchell and seconded by James Carlow to adjourn meeting. The motion was approved unanimously.

The above and foregoing minutes of Riverbend Water Resources District Board of Directors meeting, January 16, 2014 were read and approved on the 28 day of February, 2014.



Fred Milton, President

Attest:



Marshall Wood, Secretary