

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

**July 13, 2016**

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

**MINUTES**

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

Pursuant to a notice posted on the District website on July 6, 2016, the Chair, Jim Green, Vice President of the Board, called the meeting to order at 12:06 p.m.

**Directors Present:**

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

**Directors Absent:**

Sean Rommel, President

**Administration Present:**

Elizabeth Fazio Hale, Executive Director/ CEO

Eli Hunt, Plant Manager

Becky Melton, Financial Director/HR Manager

**Public Present:**

Doug Bowers, City Manager, City of Nash  
Mike Burke, City Administrator, City of Wake Village  
Robert Bunch, Mayor, City of Nash  
Steve Mayo, Water Liaison, City of Texarkana  
Scott Norton, Executive Director/CEO, TexAmericas Center  
John Whitson, City Manager, City of Texarkana

**II. Innovation**

Fred Milton led the invocation.

### **III. Public Comments**

None.

### **IV. Agenda Items for Individual Consideration**

Agenda Items A through F were initially postponed to take-up Agenda Items G through H, so as to allow Steve Mayo to be present for these items.

#### **A. Discussion and possible action regarding May 11, 2016 minutes.**

A motion was made by **Fred Milton** and seconded by **Kelly Mitchell** to approve the minutes for the June 8, 2016 meeting. The motion was approved unanimously.

#### **B. Discussion and possible action regarding May 2016 monthly investment report and financial statements on all Wet Utilities' current accounts and funds..**

Liz Fazio Hale provided information on the state of the District's accounts, investment report, and financial statements as they pertain only to the Wet Utilities Funds (not the General Fund), including highlights of the balances at the beginning and end of May, a summary of May monthly expenses, a summary of start-up costs, a report on the receipt of army invoices/payments, a reminder on the long-term bond monthly obligations, and a report on other monetary obligations such as the TAC Franchise Fee of 3% of gross revenues due on the 10th of each month.

A motion was made by **Marshall Wood** and seconded by **Fred Milton** to approve the June investment report and financial statements for the Wet Utilities Funds. The motion was approved unanimously.

#### **C. Discussion and possible action regarding approval of a resolution authorizing an Irrevocable Line of Credit up to \$20,000 to AEP/SWEPCO up to one year for new customer deposits on approximately 15 connections.**

Liz Fazio Hale provided information on approximately 15 electrical accounts (with all new account numbers) that service the pump and lift stations. The District must either pay in cash the deposit amounts that will be held for up to two years, so long as there are 24 months of on-time payments or provide an Irrevocable Line of Credit for the same amount.

A motion was made by Kelly Mitchell and seconded by Marshall Wood to approve **RESO 20170713-01** authorizing an Irrevocable Line of Credit for up to \$20,000 for no longer than one year from the State Bank of DeKalb to AEP/SWEPCO for the purpose of meeting required deposits on pump and lift stations requiring electricity. The motion was approved unanimously.

**D. Discussion and possible action regarding approval of a resolution adding Becky Melton, Finance Director and HR Manager, to the approved signatures for Texar Federal Credit Union, in addition to Elizabeth Fazio, Executive Director/CEO, and Board of Directors - Sean Rommel, James Green, Fred Milton, Marshall Wood, and Kelly Mitchell.**

Liz Fazio Hale provided information on the status of certain credit accounts with Texar Federal Credit Union. Becky Melton, Finance Director and HR Manager is in need of access to certain financial statements/summaries, one of those being the credit card statements at Texar Federal Credit Union. In order to obtain access to the accounts, Texar FCU has requested that Mrs. Melton be added as an authorized signatory.

A motion was made by **Marshall Wood** and seconded by **Fred Milton** to approve **RESO 20170713-02** authorizing the addition of certain authorized signatories to the Texar Federal Credit Union Bank and Credit Card Accounts. Kelly Mitchell abstained from the vote. The motion was approved unanimously.

**E. Discussion and possible action regarding approval of a resolution authorizing the requirement for one signature only on transfers of any amount between accounts at State Bank of DeKalb.**

Liz Fazio Hale provided information on the transfer of certain funds between accounts at the same financial institution. Currently, there exists a requirement that fund withdrawals equal to or over \$5,000.00 requires two signatures. The Board of Directors' intent was for this measure to be appropriate for outgoing check withdrawals but not necessarily for transfers between accounts, such as from operating to savings. State Bank of DeKalb has asked for a resolution confirming the above intent.

A motion was made by **Kelly Mitchell** and seconded by **Marshall Wood** to approve **RESO 20170713-03** authorizing a requirement of only one signature for a transfer of any amount between accounts within the same institution at the appropriate bank depositories. The motion was approved unanimously.

**F. Discussion and possible action regarding Regional Stakeholder Kick-off Meeting Thursday, July 21 at 6:00 p.m.**

Liz Fazio Hale provided information that Susan Roth Consulting and Tony Smith with Carrollo Engineers will be here next week for a series of meetings to "kick-off" the regional water master plan study for Riverbend. Riverbend will sponsor two meetings: 1) Technical Meeting at 1:00-3:00p.m. at Riverbend Offices held by staff and 2) Public Hearing at 6:00-7:30p.m. at City Hall in Texarkana held by the Board of Directors. Both meetings are open to the public.

No action was taken.

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

Agenda Item G was addressed first on the Agenda Items for Individual Consideration.



Liz Fazio Hale provided information on the TAC East Infrastructure purchase. Riverbend representatives met with TWU representatives, Texarkana City Manager, and two Texarkana City Attorneys on Wednesday, June 22 at TWU to discuss the TAC East Infrastructure. Several scenarios of valuing the system were laid out, including an Option to value at the cost of the improvements, approximately \$247,000 for the interconnect and \$45,000 for a master meter. Riverbend representatives are still working with Texarkana representatives to formalize a contract.

No action was taken.

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

Steve Mayo provided information on the most recent meeting held with the US Army Corps of Engineers on May 31, 2016. At this meeting the US Corps detailed the costs of implementing the Ultimate Rule Curve, including costs of storage fees, cultural studies, and other administrative costs. Those costs include approximately \$26M-\$29M for storage fees, \$10M-\$14M for cultural studies, and \$2M-\$4m for additional administrative costs. The costs did not include anything for dam safety studies, although the US Corps acknowledged that the recent high waters would likely work in our favor as proof of the dam's stability at high levels.

Jim Green inquired as to whether the member entities would be included in the process, and both Steve Mayo and John Whitson assured the Board of Directors that yes the member entities would be included in the process.

Marshall Wood inquired as to whether Schedule A of the Riverbend and City of Texarkana Interlocal Agreement was being followed. Schedule A appoints Riverbend as the City's agent for negotiating with the US Corps of Engineers regarding contractual rights and responsibilities with respect to the entire pool in Lake Wright Patman, securing water permits, negotiating with governmental entities regarding purchase of water in Lake Wright Patman, and attending state and regional planning and development meetings. John Whitson stated that he sends all information that he gets from the US Corps to Riverbend. Marshall Wood then stated that in that case, John Whitson was acting as the conduit and not Riverbend, whereas in the alternative Riverbend should receive the information and share it with all member entities, including City of Texarkana, not the other way around. In the last US Corps meeting, the US Corps asked for a "point of contact" for moving forward.

The Board of Directors then discussed the drafting of a joint resolution to reaffirm Riverbend as the "point of contact" for matters involving Lake Wright Patman as outlined in Schedule A. Steve Mayo suggested that he would work with Liz Fazio Hale to prepare a resolution for consideration.

No action was taken.

## **V. Reports**

### **A. Board of Directors**

None.

### **B. Executive Director/ CEO**

Liz Fazio Hale provided information on the following ongoing projects:

- i. Regional Water Master Plan with Susan Roth and Consulting - See Agenda Item F;
- ii. Leak Detection Project for Red River Army Depot - The leak detection project has been completed. A report is forthcoming.
- iii. Million-gallon Water Storage Tanks Project - The final design specifications for this project are underway. Once completed, it will go to the Army for approval and then Riverbend will need to issue an RFQ for construction.
- iv. 8-mile Pipeline Replacement and Chlorification Project - Staff met with an outside advisor on this project. We want to make sure that the project address two issues: 1) pressure and 2) chlorification from a) stagnation and b) corrosion. Staff is working to finalize the contract on this design build.

## **VI. Next Regular Meeting**

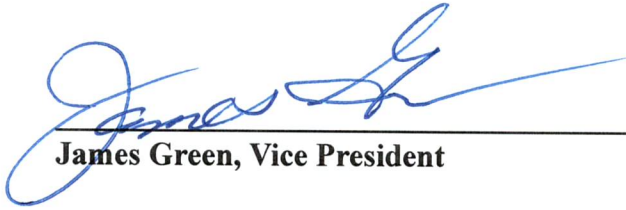
Wednesday, August 17, 2016 at 12:00 p.m.\*

\*Executive Director/CEO will be on vacation the second week of August.

## **VII. Adjournment**

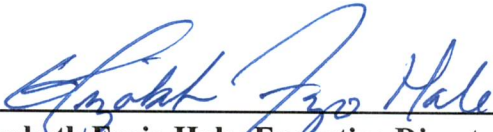
With no additional business to be discussed, a motion was made by **Marshall Wood** and seconded by **Fred Milton** to adjourn the meeting at 1:06 p.m. The motion was approved unanimously.

The previous corrected minutes of Riverbend Water Resources District Board of Directors meeting, June 8, 2016 were read and approved on the 17<sup>th</sup> day of August, 2016.

A handwritten signature in blue ink, appearing to read "James Green", is written over a horizontal line.

**James Green, Vice President**

**Attest:**

A handwritten signature in blue ink, appearing to read "Elizabeth Fazio Hale", is written over a horizontal line.

**Elizabeth Fazio Hale, Executive Director/ CEO**