

**Regular Meeting
Riverbend Water Resources District
Board Meeting Minutes
May 24, 2013**

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.

Marshall Wood, Chairman of the Board, called the meeting to order at 12:23 p. m. and welcomed the guests in attendance.

Members in attendance:

Marshall Wood Kelly Mitchell James Carlow Sean Rommel

Fred Milton Scott Albert

Others in attendance:

Paige Brock Glenn Johnson Bill Parker Evan Lewis
Texarkana Gazette Texarkana, TX Wake Village, TX Texarkana Gazette

II. Public Comments: None

III. Agenda Items for Individual Consideration

- A. **Consider and Approve Riverbend Water Resources District (RWRD) Minutes from April 17, 2013:** A motion was made by Kelly Mitchell and seconded by Fred Milton to approve. The motion carried by voice vote unanimously.
- B. **Consider approval of employment contract between Riverbend Water Resources District and Scott Albert, Executive Director (Chief Executive Officer):** After a brief discussion, a motion was made by Kelly Mitchell and seconded by Fred Milton to approve. The motion carried by voice vote unanimously.
- C. **Consider including Scott Albert, Executive Director on RWRD financial accounts:** After a brief discussion, a motion was made by Fred Milton and seconded by Sean Rommel to approve. The motion carried by voice vote unanimously.
- D. **Consider approval of the April 2013, RWRD financial reports:** Kelly Mitchell briefed the Board and provided detailed information on the Balance Sheet, Profit and Loss, Cash Flow Statement, and General Ledger as of April 30, 2013.
 - 1) Total assets are \$282,283.83 with cash on hand at end of period \$277,846.55.
 - 2) An automatic draft has been established for the monthly RWRD telephone and internet services provided by Windstream.
 - 3) Expenses associated with the Executive Director search and interview process at the Hilton Garden Inn, Texarkana, TX will be paid.
 - 4) Expenses associated with the consulting contract with Cross Oak for \$300.83

have been paid.

- 5) After review and discussion of the various reports, a motion was made by Sean Rommel and seconded by Fred Milton to approve Treasurer's report as presented. The motion carried by voice vote unanimously.

- E. **Consider Payment to Cochran & Golden law firm for legal services:** After a brief discussion concerning the retrieval and inventory of RWRD documents associated with the prior Board, a motion was made by Fred Milton and seconded by Sean Rommel to approve. The motion carried by voice vote unanimously.
- F. **Consider lease agreement between RWRD and NorthFork Creek, Ltd DBA C2C Real Estate Services for administrative office space:** A motion was made by Sean Rommel and seconded by Fred Milton to approve. The motion carried by voice vote unanimously.
- G. **Consider resolution establishing a regular meeting date for RWRD Board of Directors:** A motion was made by Sean Rommel and seconded by Kelly Mitchell to rescind a previous RWRD 2010 resolution number 090710-1 concerning RWRD meeting dates and adopt resolution number 052413-1 setting the third Thursday of each month as the regular Board meeting date. The motion carried by voice vote unanimously.
- H. **Consider expense reimbursement to Scott Albert:** A list of expenses submitted by the Executive Director in support of establishing the office of RWRD was briefing discussed. A motion was made by Kelly Mitchell and seconded by Sean Rommel to reimburse the Executive Director \$3051.09. The motion carried by voice vote unanimously.
- I. **Consider authorizing Kelly Mitchell to establish a business credit card with Texana in relation to RWRD business activities:** After a brief discussion, a motion was made by Sean Rommel and seconded by Fred Milton that a credit card with Texana be obtained with a credit limit of \$5000.00. The motion carried by voice vote unanimously.
- J. **Discussion regarding RWRD Bylaws and enabling legislation:** A copy of the RWRD Bylaws were reviewed and discussed with particular attention to Sections 6 and 9. A goal was set to have recommendations for changes at the next regular scheduled RWRD Board meeting.
- K. **Consider resolution of the Riverbend Water Resources District Board of Directors supporting the City of Texarkana, Texas funding the project to relocate the Highway 82 water line.** A resolution supporting the movement of the U. S. Highway 82 water was reviewed and discussed. With one change deleting the reference to "six miles", a motion was made by Kelly Mitchell and seconded by James Carlow to adopt the resolution as amended. The motion carried by voice vote unanimously.

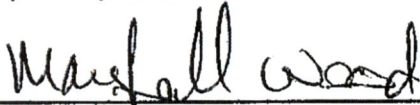
IV. Reports:

- A. **Executive Director:** The Executive Director Scott Albert reported on his activities for the first month of being on board, which included primarily office establishment and meeting with key regional water resources personnel. His schedule of appointments included member city entities as well as Metroplex personnel, TWU, and the RWRD retained general counsel. He also provided an outline for the development of the "way forward" for RWRD.
- B. **RWRD Board Members:** The Chairman indicated that the Executive Director has been extremely proactive in the first several weeks and looks forward to the continued

progress in establishing RWRD as the key player for our region's water resource development.

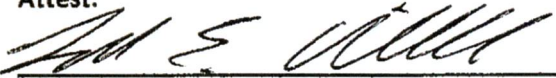
- V. **Adjourn:** With no additional business to be discussed, a motion was made by Sean Rommel and seconded by James Carlow to adjourn meeting at 1:10 p. m. The motion carried unanimously by voice vote.

The above and foregoing minutes of River Bend Water Resource District Board of Directors meeting, April 17, 2013 were read and approved on the 24th day of May, 2013.



Marshall Wood, Chairman of the Board

Attest:



Fred Milton, Secretary