

**Regular Called Meeting  
Riverbend Water Resources District  
Board Meeting Minutes  
May 23, 2018  
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 May 16, 2018, the Chair, Fred Milton, Vice President of the Board, called the meeting to order at 12:06 p.m.

**Directors Present:**

Fred Milton, Vice President  
Sean Rommel, Secretary  
Sonja Hubbard, Treasurer

**Directors Absent:**

Marshall Wood, President  
Jim Green, Past President

**Administration Present:**

Elizabeth Fazio Hale, Executive Director/ CEO  
Becky Melton, Financial Director/HR Manager  
Eli Hunt, Systems Manager

**Public Present:**

Please see attached sign in sheet.

**II. Invocation**

Mike Burke led the invocation.

**III. Public Comments**

None.

**IV. Agenda Items for Individual Consideration**

**A. Discussion and possible action regarding April 25, 2018 Regular Called Meeting minutes.**

A motion was made by **Sonja Hubbard** and seconded by **Sean Rommel** to approve the minutes for the April 25, 2018 Regular Called Meeting. The motion passed unanimously.

**B. Discussion and possible action regarding a resolution approving a letter of engagement with Holliday, Lemons & Cox, PC for quarterly financials and other non-audit accounting services through the remaining FY 2017-2018.**

Becky Melton, Finance Director/HR Manager provided information about the current agreement between Riverbend and Holliday, Lemons & Cox. The last engagement letter stated that we would be charged \$3,500 per quarter for help on certain items but billings have been much higher. In order to more appropriately budget for accounting expenses, the ED/CEO has asked Rhonda Jones to submit a more realistic cost for the services that she is providing. These costs are higher but still less than hiring a full-time person. ED/CEO anticipates doing another RFQ for accounting and auditing services in the August timeframe. With this RFQ, Riverbend would use these services for 3 years and then generate another RFQ for the following 3 years.

A motion was made by **Sean Rommel** and seconded by **Sonja Hubbard** to approve **RESO 20180523-01** approving the Executive Director/CEO to approve and sign a letter of engagement with Holliday, Lemons & Cox, PC for quarterly financials and other non-audit accounting services through the remaining FY 2017-2018. The motion passed unanimously.

**C. Discussion and possible action regarding a resolution updating the previously approved resolution on September 13, 2017 to include the City of Avery, Texas in supporting the role of Riverbend Water Resources in implementation of the Ultimate Rule Curve and as the entity to seek water rights in Wright Patman Lake on behalf of all Member Entities.**

Liz Fazio Hale provided information on her visit and presentation to the City of Avery Council meeting on Monday, May 7, 2018 to discuss Riverbend's ongoing regional water planning efforts and to seek support from the City of Avery for Riverbend as the designated entity to go forth with state and federal permitting for future water rights. The City of Avery City Council approved the motion unanimously. The previous resolution was passed Sept 13, 2017 and this resolution is updating to add the City of Avery to the list of entities.

A motion was made by **Sonja Hubbard** and seconded by **Sean Rommel** to approve the **RESO 20180253-02** updating a previously passed resolution supporting the role of Riverbend in implementing the Ultimate Rule Curve and as the entity to seek future water rights in Wright Patman Lake on behalf of all Member Entities and others in support. The motion was approved unanimously.

**D. Discussion and possible action regarding approval of a resolution authorizing the Executive Director/CEO, Elizabeth Fazio Hale, to enter into negotiations and execute a contract for the performance of engineering services on a Feasibility Study for the Industrial Pre-Treatment Waste Water Treatment Facility at Red River Army Depot.**

Eli Hunt, Systems Manager, provided information on the proposals related to a Feasibility Study on the Industrial Pre-Treatment Facility located on the RRAD. As a result of the RFQ process, Riverbend received proposals from AECOM, Carollo Engineers, and Kimley-Horn. A committee of Eli Hunt, Austin Robnett, Fred Milton, and Mike Burke (consultant) assigned AECOM a score of 89, Carollo a score of 84, and Kimley-Horn a score of 79. The Systems Manager recommended that negotiations go forward with AECOM.

Liz Fazio Hale, Executive Director/CEO, provided information that the Army must approve the use of CIP funds to pay for this study. In addition, she stated that if a contract agreement could not be made with AECOM, negotiations would move to Carollo Engineers, and subsequently with Kimley-Horn if an agreement cannot be made with Carollo Engineers.

A motion was made by **Sean Rommel** and seconded by **Sonja Hubbard** to approve **RESO 20180523-03** authorizing the Executive Director/CEO, Elizabeth Fazio Hale, to enter into negotiations and execute a contract for the performance of engineering services on a Feasibility Study for the Industrial Pre-Treatment Waste Water Treatment Facility at Red River Army Depot after review by the District's general counsel. The motion passed unanimously.

**E. Discussion and possible action regarding approval of a resolution authorizing Riverbend Water Resources District to enter into a funding agreement with the Sulphur River Basin Authority for the purpose of supporting Riverbend in the administration and execution of a Volumetric and Sedimentation Study at Wright Patman Lake.**

Liz Fazio Hale reiterated the importance of conducting a new volumetric and sedimentation study at Wright Patman Lake. At SRBA's May meeting, the SRBA motioned and voted to support Riverbend in conducting an updated study by executing a funding agreement not to exceed \$50,000 towards the completion of a new volumetric and sedimentation study. This is a funding agreement for that purpose.

Previously, Mike Sandefur had asked Riverbend to partner for a similar study. At that time, Riverbend requested a joint meeting with SRBA be conducted; recognition that Riverbend be the entity to seek any and all future water rights in Wright Patman; and that Riverbend be included in the ongoing Feasibility Study on Wright Patman Lake for reallocation. This arrangement is somewhat different, given that Riverbend will be administering the study and is seeking funds from SRBA. SRBA is working to hold a joint meeting in July, at which time the Executive Director/CEO believes it would be appropriate to address the other two expectations.

Sean Rommel made a few suggested changes to the agreement.

A motion was made by **Sean Rommel** and seconded by **Sonja Hubbard** to approve **RESO 20180523-04**, as amended, authorizing Riverbend to enter into a funding agreement with SRBA for the purpose of supporting Riverbend in the administration and execution of a Volumetric and Sedimentation Study at Wright Patman Lake. The motion passed unanimously.

**F. Discussion and possible action regarding approval of the release of a Request for Qualifications regarding a Volumetric and Sedimentation Study at Wright Patman Lake.**

Liz Fazio Hale provided information on two cost estimates received by Riverbend for a Volumetric and Sedimentation Study. These cost estimates were submitted by TWDB who previously conducted the study in 1997-2003 (report 2003) and 2010-2012 (report 2012). The TWDB has indicated that it would not be able to conduct an update for us until March 2019, with the study produced 1-2 years later. We have also sought an estimate from another environmental group of individuals who previously worked in this area for the TWDB. They could begin the study June 1, if needed.

This study is recommended to be updated every 5 years until more data on the basin and reservoir is available.

A motion was made by **Sean Rommel** and seconded by **Sonja Hubbard** to approve the release of an RFQ for the purpose of conducting a Volumetric and Sedimentation Study. The motion passed unanimously.

**G. Discussion and possible action regarding approval of a resolution authorizing the Executive Director/CEO, Elizabeth Fazio Hale, to enter into negotiations and execute a contract for the performance of conducting a Volumetric and Sedimentation Study at Wright Patman Lake.**

Liz Fazio Hale provided information on the need to expedite the process of the Volumetric and Sedimentation Study. This resolution will authorize the Executive Director/CEO to make a selection once the proposals are received, evaluated, and scored. A few restrictions included in the resolution are that the approved contract will not exceed \$100,000 and a review of the contract/engagement will be done by general counsel.

A motion was made by **Sonja Hubbard** and seconded by **Sean Rommel** to approve **RESO 20180523-05** authorizing the Executive Director/CEO, Elizabeth Fazio Hale, to enter into negotiations and execute a contract for the purpose of conducting a Volumetric and Sedimentation Study at Wright Patman Lake. The motion passed unanimously.

**H. Discussion and possible action regarding Riverbend Regional Water Master Plan and Riverbend Water and Waste Water Rate Study.**

Liz Fazio Hale provided information on the Regional Water Master Plan finalizing within the next couple of months. Water and Wastewater Rate Studies are ongoing and should also be complete shortly thereafter. Anticipated roll out for these items is the end of July, so that Member Entities can work with their budgets to incorporate new water rates. In general, there is \$200M in infrastructure needs to come over the next 5-7 years. The rate study experts have said that in the rate model \$48M in infrastructure will equal an increase of around \$0.51/1,000 gallons of water. This will impact the true-up rate however, the impact to the water customer, is an increase of

somewhere between 10-20%. The upcoming discussions will center around whether to make those increases at one time or stair-step into them over the next 5 years.

No action taken.

**I. Discussion and possible action regarding Preliminary Design on a New Intake System and Raw Water Line at Wright Patman Lake.**

Liz Fazio Hale provided information that work is continuing on these efforts. TCEQ should respond soon concerning the amendment to the permit to be a location “anywhere on the perimeter of the reservoir” within the next month and latest sometime in July. Further preliminary studies will be needed in order to apply for the 401 permit with the Corps. These studies for this purpose will focus on any wetland crossings.

Mrs. Hale and Eli Hunt, Systems Manager, visited potential areas for site selection of a new intake last week. Several deep areas of the reservoir fairly close to the shore (within 100 yards) were identified. The lake level was at 332 and land was viewable but is relatively flat. The new structure would definitely need to be built on a platform, likely a minimum of 10 ft high.

No action taken.

**J. Discussion and possible action regarding Lake Wright Patman and various regional water issues, including activities in the Arkansas and Texas Legislatures.**

Liz Fazio Hale provided information on ongoing efforts to get new draft legislation for the purpose of guiding and instructing the Corps with certain aspects of the contract.

No action taken.

**K. Discussion and possible action regarding activities the Sulphur River Basin Authority (SRBA).**

Kelly Mitchell provided an update on SRBA activities. There is a joint meeting with Riverbend and the City of Texarkana, TX tentatively set for July 17, 2018 at 1:00 p.m. It is on the SRBA agenda to join in the funding of the Volumetric and Sedimentation Study with Riverbend. Their contribution will not exceed \$50,000. They are issuing an RFQ for legal counsel. John Jarvis has submitted his resignation as a consultant effective in October of 2018. There is also a mitigation meeting with the Corps scheduled for the first week in June.

No action taken.

**L. Discussion and possible action regarding activities with TexAmericas Center.**

Scott Norton, Executive Director/CEO for TexAmericas Center (TAC), provided information on activities at TAC. They made a modification of their Texas Capital Funds Grant in order to build a water line in Area D. New tenants have requested improvement of 12 buildings in that area costing upwards of \$270,000. G-line was transferred to the TAC non-profit holding company for lease to a new tenant.

No action taken.

**M. Discussion and possible action regarding activities with regional economic initiatives.**

Sonja Hubbard provided information on Regional Economic Development, Inc. (REDI). This is an umbrella group that will help facilitate all of the regional authorities and develop hard and fast markers for success to generate job growth. Riverbend will work to define its role in REDI, including being recognized as the regional water provider and entity to engage on any water related projects.

No action taken.

**V. Reports**

**A. Board Members**

**B. Executive Director/CEO**

Ongoing Projects:

- i. STAR (“Stakeholder Technical Analysis Review Committee”)
- ii. Regional Water Master Plan Project with Susan Roth & Consulting
- iii. Regional Water Rates Study with NewGen possible completion in July or August
- iv. Water Availability Model with Bob Brandes
- v. Pump Station and Ground Storage Tanks Project is nearing completion.
- vi. GIS Mapping
- vii. Industrial Pretreatment Feasibility Study should start July 1.
- viii. Hooks Waste Treatment Feasibility Study - Proposals Due June 4
- ix. Future CIP Projects for a Facility Charge #3
- x. Member Entity Services
- xi. Other Maintenance and Services Projects
- xii. Future Riverbend Studies - Preliminary Design on Intake and Raw Water Line, Volumetric and Sedimentation, etc.

**VI. Executive Session**

The Board did not move into Executive Session.

**VII. Next Regular Meeting:**

3<sup>RD</sup> ANNUAL OPEN HOUSE - Wednesday, June 27, 2018 at 12:00 p.m. at Riverbend Offices, 228 A Texas Avenue, New Boston, TX 75570.

**VIII. Adjournment**

With no additional business to be discussed, a motion was made by **Sean Rommel** and seconded by **Sonja Hubbard** to adjourn the meeting at 12:45 p.m. The motion was approved unanimously.

The minutes of Riverbend Water Resources District Board of Directors meeting, May 23, 2018 were read and approved on the 27<sup>th</sup> day of June, 2018.

  
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Marshall Wood, President

Attest:

  
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Elizabeth Fazio Hale, Executive Director/ CEO