

**Regular Called Meeting  
Riverbend Water Resources District  
Board Meeting Minutes  
November 28, 2018**

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 November 19, 2018, the Chair, Fred Milton, President of the Board, called the meeting to order at 12:04 p.m.

**Directors Present:**

Fred Milton, President  
Sean Rommel, Treasurer  
Jim Green, Secretary – present via teleconference

**Directors Absent:**

Sonja Hubbard, Vice President  
Marshall Wood, Past President

**Administration Present:**

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

**Public Present:**

See attached list.

**For purposes of a regular meeting, quorum was not established and no formal action was taken.**

**II. Invocation & Pledge**

Mike Burke led the invocation

Fred Milton led the pledge of allegiance.

**III. Public Comments**

No public comments.

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

*Items IV.A. and IV.B were considered together under a Consent Agenda for one single motion of approval.*

##### **A. Discussion and possible action regarding October 24, 2018 Regular Meeting minutes.**

No discussion on the minutes.

##### **B. Discussion and possible action regarding a resolution amending the current Restricted Funds Policy.**

Liz Fazio Hale provided information on one small amendment to the Restricted Funds Policy. Riverbend will begin to internally restrict funds for back-up for operations. For fiscal year 2018-2019, 45 days of operations will be restricted. Next fiscal year 90 days of operations will be restricted.

No formal action was taken.

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

##### **A. Discussion and possible action regarding approval of a resolution approving the fourth quarter financials of the FY 2017-2018 (July, August, September) and any applicable quarterly investment reports.**

Rhonda Jones presented the fourth quarter financials.

No formal action was taken.

##### **B. Discussion and possible action regarding the approval of a resolution amending the original contract with Susan Roth Consultants to include additional funding.**

Liz Fazio Hale provided information on amending the contract with Susan Roth. The amendment is needed in order to incorporate costs associated with applying for available funding and lower interest rates with the Texas Water Development Board. Susan will assist Riverbend with completing local, state, and federal financial assistance applications.

No formal action was taken.

##### **C. Discussion and possible action regarding approval of a resolution authorizing the Executive Director/CEO to enter into negotiations and execute contracts with engineering firms chosen to be added to the Master List for Engineering Services.**

Liz Fazio Hale provided information on the proposals submitted for review and acceptance to be placed on a Riverbend Master List for Engineering Services. Fifteen proposals were submitted. The committee set to analyze each proposal was comprised of Liz Fazio Hale, Executive Director/CEO, Eli Hunt, Systems Manager, Mike Burke, Local Consultant, and Herman Settemeyer State and Federal Consultant. The following scores were determined:

1	95.5	Pape
2	94.75	CDM
3	94.75	HDR
4	90.75	Garver
5	81.75	LJA
6	81.25	COBB
7	80.75	MTG
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8	78.25	LAN
9	77.5	Hayter
10	77.25	Stokes
11	76.5	Dannenbaum
12	76	JQ
13	76	Adams
14	74	Aqua
15	69	KSA

With the top 7, the Executive Director and Committee offer the following Rotation List :

Federal and State Planning  
 CDM Smith  
 HDR  
 LJA

Project Management  
 CDM Smith  
 Garver  
 Pape-Dawson

Water Treatment  
 CDM Smith  
 Garver  
 HDR

Wastewater Treatment  
 Cobb Fendley  
 Garver  
 MTG

Water and Wastewater Distribution  
 Cobb-Fendley  
 Garver  
 HDR  
 MTG  
 Pape Dawson

No formal action was taken.

**D. Discussion and possible action regarding an amendment to the Investment Policy.**

Liz Fazio Hale provided information on amending the Investment Policy to include TexPool Prime. Now that we have some funds that are stabilizing our overall budget, we have been discussing the ability to invest those funds. The safest way to do this in through the TexPool. The Executive Director/CEO has experience working with these individuals at the state that invests billions of dollars for the state. Jerry Landrum with Federated Securities Corporation will attend our January Board Meeting to elaborate on investing with TexPool and TexPool Prime.

No formal action was taken.

**E. Discussion and possible action regarding the publication of the DRAFT Hooks Wastewater Feasibility Study conducted by MTG Engineers & Surveyors.**

David Williams with MTG presented the findings of the feasibility study to the Board. The presentation concluded that while the Hooks wastewater facility is aging, with some significant repairs and proper maintenance, it could last the City of Hooks for some time thereafter and is the best financial option. He did emphasize that if these repairs are not made, the life of the plant and its ability to meet state standards will suffer significantly.

*Items V.E and V.F. were laid out for discussion at the same time.*

**F. Discussion and possible action regarding the publication of the DRAFT Industrial Pretreatment Feasibility Study conducted by AECOM Technical Services.**

Eli Hunt, Systems Manager, provided information on the study completed by AECOM Technical Services. The report provides findings and the cost estimates for 1) making repairs and upgrades to the current industrial facility, 2) reconfiguring the current facility, and 3) building a new facility. Riverbend will work with the military and TexAmericas Center to decide on the final course of action.

No formal action was taken.

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

Liz Fazio Hale provided information that the City of Texarkana has received its amended permit for an intake to be placed anywhere on the perimeter of the reservoir. This new permit will need to be filed with Bowie and Cass Counties. Mrs. Hale also provided information on the funding agreement with the US Corps. Riverbend is still waiting for an approved agreement but has been given the okay to begin negotiations for the scope of work on the Cultural Studies. Mrs. Hale also

announced that a notice has been placed in local newspapers announcing that Riverbend will seek clarification in legislative language.

No formal action was taken.

**H. Discussion and possible action regarding activities with Sulphur River Basin Authority (SRBA).**

Kelly Mitchell provided information on SRBA. He stated at the meeting on November 27, 2018, they received a clean audit. A team of 3 board members are interviewing for an Executive Director. SRBA has a strategic planning meeting in January or February once an Executive Director is in place. Mr. Mitchell has attended several meetings with the US Corps regarding reallocation of Wright Patman Lake and the development of Marvin Nichols Reservoir. While there have been a number of studies conducted, there has been little to no progress moving forward with implementing either of the projects.

No formal action was taken.

**I. Discussion and possible action regarding activities with TexAmericas Center (TAC).**

Scott Norton reported that they have approved Tina Veal-Gooch as TACs replacement for Sean Rommel on the Riverbend Board. Mr. Norton presented Sean with a plaque to show their appreciation for his service on the board. Mr. Rommel thanked Mr. Norton for choosing him to serve on the board. The growing community support has been encouraging and he excited about the future of Riverbend.

No formal action was taken.

**J. Discussion and possible action regarding activities with REDI.**

No report given.

No formal action was taken.

**VI. Reports**

**A. Board Members**

No reports from Board Members.

**B. Executive Director/CEO**

Ongoing Projects:

- i. STAR (Stakeholder Technical Analysis Review) Committee
- ii. Regional Water Master Plan Project with Susan Roth and Consulting
- iii. Regional Water and Waste Water Rates Study

- iv. Water Availability Modeling Update to Sulphur Basin
- v. Pump Station and Ground Storage Tanks Project
- vi. GIS Mapping
- vii. Industrial Pre-Treatment Feasibility Study
- viii. Hooks Waste Treatment Feasibility Study
- ix. Volumetric and Sedimentation Study on Wright Patman Lake
- x. Waste Water Drying Beds
- xi. Army Invoicing and Payments
- xii. Future CIP Projects for a Facility Charge #3
- xiii. Member Entity Services
- xiv. Other Maintenance and Services Projects - Hooks, Maud, Etc.
- xv. Future Riverbend Studies - Preliminary Design on Intake and Raw Water Line, etc.

**VII. Executive Session**

The board stood at ease beginning at 1:06 p.m.

The board reconvened and moved into executive session at 1:11 p.m. pursuant to sections 551.071 and 551.072 of the Texas Open Meetings Act.

The board came out of executive session at 1:20 p.m.

No formal action was taken.

**VIII. Next Riverbend Meetings**

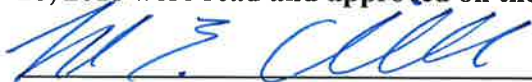
Riverbend Holiday Gathering, Friday, December 7, 2018 at 6:30 p.m. at Silver Star Saloon

Regular Meeting Wednesday, January 30, 2018 at 12:00 p.m. at Riverbend Offices, 228A Texas Avenue, New Boston, Texas.

**IX. Adjournment**

With no additional business to be discussed the meeting was adjourned at 1:20 p.m.

The minutes of Riverbend Water Resources District Board of Directors meeting, November 28, 2018 were read and approved on the 30<sup>th</sup> day of January, 2018.

  
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 Fred Milton, President

**Attest:**



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

Riverbend Waters Resources District

Board Meeting

November 28, 2018

12:00 p.m.

No.	Name	Organization	Title	Phone	Email
1	Kelly Mitchell	SRBA	Bond MBR		
2	Paul Carline	Carb Standley	Consulting Engineer	972-335-3214	pcarline@carbstandley.com
3	Kaylee Dissel	Carver	Project Engineer	214-548-9221	KPDissel@CarverUSA.com
4	Mike Burke	Riverbend	Consultant		
5	Timmy Lacy	ME DC	Pres	917-585-5367	
6	Herrrell Hightight	West Branch City Water As	Pres	903-701-2587	hhightight@windstream.net
7	David Williams	MTG Engineers	Proj Mgr	903-838-8533	dwilliams@mtgengineers.com
8	Vance Likes	MTG Engineers	Proj Engineer	903-838-8533	vancelike@mtgengineers.com
9	Matt Garcia	Pape-Dawson Eng	Vice President	214-773-2320	Mattgarcia@pape-dawson.com
10	Lowell Walker	DeKalb city council	councilman	903-667-2410	lowellwalker@dekalb-tx.com
11	Hal Harris	Central Blue	General Manager	903-628-5601	chc@centralblue.com
12	Kolby Holder	DeKalb city Council	councilman	903-277-8178	Kolbyholder@gmail.com
13	Sharon Elkins	Rep. Vandergriff		628-0361	sharon.elkins@texas.house.gov
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