



RED RIVER AUTHORITY OF TEXAS



A G E N D A **REGULAR BOARD OF DIRECTORS MEETING** **PURSUANT TO THE TEXAS OPEN MEETINGS ACT. Id. § 551.127(c), (e).**

Wednesday, April 17, 2024 – 9:00 a.m.

Red River Authority of Texas Administrative Offices
3000 Hammon Road
Wichita Falls, Texas

In compliance with the Texas Open Meetings Act, Chapter 551, Texas Government Code, the Red River Authority of Texas issues this public notice. On Wednesday, April 17, 2024, the Board of Directors of the Red River Authority of Texas (Authority) will meet. The public meeting will be held in the Board Room of the Authority's headquarters located at 3000 Hammon Road, Wichita Falls, Wichita County, Texas at 9:00 a.m. All interested parties are encouraged to attend.

The meeting will be held in person and can be accessed remotely. General public wishing to attend remotely can do so by going to the Zoom Website at the following link:

<https://us02web.zoom.us/j/85024995817?pwd=OFpxL0RXQnNsT3lMcIV1bE5vTjhGdz09>

and entering both the **Meeting ID: 850 2499 5817** and **Passcode: 351615**, when prompted.

General public attending the meeting in person and wishing to address the Board must complete a registration form that indicates the agenda item or other topic on which they wish to comment, the speaker's name, address, and other relevant information. Prior to the Call to Order, provide the registration form to the Executive Assistant. Please wait until acknowledged by the Board President or Presiding Officer to speak. Discussion about items not on the agenda will be allowed a three-minute time frame. The Board cannot comment on items not on the agenda or take action other than to place a topic on a future agenda.

If necessary, the Board of Directors may convene into Executive Session under Chapter 551 of the Texas Government Code regarding any item on this agenda. The Board may take final action on any of the executive session matters upon reconvening in open session pursuant to Chapter 551 of the Texas Government Code.

Item One: Call the Meeting to Order, Roll Call, Pledges of Allegiance to the U.S. and Texas Flags, and Invocation.

Item Two: Public Comments to the Board of Directors.

Comments from the general public to members of the board concerning items that are not on the board agenda. As comments from the general public are not posted agenda items, the Texas Open Meetings Act prohibits RRA Board Members and Staff from discussing or responding to these comments during board meetings.

CONSENT AGENDA

Items on the consent agenda will be considered and acted on in one motion.

- Item Three:
- a. Approval of the Minutes of the Regularly Scheduled Board of Directors Meeting Held on January 17, 2024, and Take Any Other Action Deemed Necessary.
 - b. Approval of the Minutes of the Special Called Board of Directors Conference Call Meeting Held on March 12, 2024, and Take Any Other Action Deemed Necessary.
 - c. Consider Approval of Directors' Expenses, and Take Any Other Action Deemed Necessary.

REGULAR AGENDA

- Item Four: Receive a Presentation from Mr. Issá McDaniel, Business Development Director with Aqua Texas on the Preston Shores Water System.
- Item Five: Conduct an Executive Session of the Board of Directors, Pursuant to Government Code Section 551.072, Discussion of Real Property.
- Item Six: Consider Taking Any Action Deemed Necessary from the Executive Session, Pursuant to Government Code Section 551.072.
- Item Seven: Director Assignments for the Following Committees:
- a. Asset Management/Customer Service
 - b. Finance
 - c. Regulation/Governmental
- Item Eight: Consider Approval of the *Draft 2024 Canadian and Red River Basins Summary Report*, Dependent on Final Comments from the Texas Commission on Environmental Quality, and Take Any Other Action Deemed Necessary.
- Item Nine: Consider Authorizing the General Manager to Execute the Engagement Letters with the Firm of Edgin, Parkman, Fleming and Fleming, P.C. for the Following Procedures:
- a. Conduct an Audit of the Authority's Records for the Fiscal Year Ending September 30, 2024.
 - b. Conduct Agreed Upon Procedures Utilized to Prepare an Indirect Cost Accounting Plan for Calendar Year 2025.

- Item Ten: Consider Authorizing the Advertisement for Requests for Qualifications for Statements of Qualifications for General Legal, Special Legal, and Financial Advisory Services, and Take Any Other Action Deemed Necessary.
- Item Eleven: Receive the Updated Annual Board of Director Training Manual, and Take Any Other Action Deemed Necessary.
- Item Twelve: Receive a Recommendation from the Asset Management/Customer Service Committee and Consider Resolution #2024-003 Adopting the 2024 Asset Management Plan Update, and Take Any Other Action Deemed Necessary.
- Item Thirteen: Consider Resolution #2024-004 Adopting the *2024 Water Conservation and Drought Contingency Plan*, and Take Any Other Action Deemed Necessary.
- Item Fourteen: Consider Resolution #2024-005 Authorizing the Acceptance of Funding from the Fiscal Year 2024 Federal Government Funding Package in the Amount of \$1,000,000 for the Lockett Water System and \$476,000 for Pump Station and Tank Renovations in Hall and Motley Counties, and Pledge the Use of Utility Division Reserves in the Amount of \$295,200 for the 20% Required Match for Both Projects, and Take Any Other Action Deemed Necessary.
- Item Fifteen: Consider Authorizing the Acceptance of the Donation of Resin from Dow Chemical to Produce 79,500 Feet of 6-Inch HDPE Pipe and 26,400 Feet of 4-Inch HDPE Pipe, as well as the Donation of In-Kind Labor for Production of the Pipe from Performance Pipe, a Division of Chevron Phillips Chemical Company, L.P., and Take Any Other Action Deemed Necessary.
- Item Sixteen: Consider and Receive an Update on the Strategic Plan from the General Manager, and Take Any Other Action Deemed Necessary.
- Item Seventeen: Other Business as the Board May Deem Appropriate:
- a. Board Committee Reports
 - b. General Manager's Report
 - c. Assistant General Manager's Report
 - d. Executive Assistant's Report
 - e. Controller's Report
- Item Eighteen: Comments from the Directors and/or Suggestions for Future Agenda Items.
- Item Nineteen: Adjourn Meeting.

RED RIVER AUTHORITY OF TEXAS
Regular Board of Directors Meeting
Meeting Minutes
April 17, 2024

The Red River Authority of Texas Board of Directors held a regularly scheduled meeting on Wednesday, April 17, 2024 at 9:00 a.m. The meeting was held at the Authority's Administrative Offices located at 3000 Hammon Road, Wichita Falls, Texas.

The meeting was open to the public, and the agenda was publicly posted in accordance with Open Meetings Act requirements.

The following directors, staff, and guests were present:

Directors: Mr. Jerry Bob Daniel, President, Truscott
Mr. Conrad J. Masterson, Jr., Vice President, Cee Vee– *Via Zoom*
Mr. Michael R. Sandefur, Secretary/Treasurer, Texarkana – *Via Zoom*
Ms. Mary Lou Bradley, Assistant Secretary, Memphis
Mr. Jerry Dan Davis, Wellington
Ms. Tonya D. Detten, Panhandle
Mr. Joe L. Ward, Telephone

Staff: Mr. Fabian A. Heaney, General Manager
Mr. Bryan Schaffner, Assistant General Manager
Ms. Danna P. Bales, Executive Assistant
Ms. Lana Hefton, Controller
Mr. Glen Hite, IT Systems Administrator

Guests: Mr. Issá McDaniel, Director of Business Development, Aqua Texas

Item One: Call the Meeting to Order, Roll Call, Pledge of Allegiance to the Texas and U.S. Flags and Invocation.

Mr. Daniel called the meeting to order at 9:00 a.m. Ms. Bales performed roll call and announced that Mr. Stephen Thornhill was absent. Ms. Bales stated that a quorum of the Board was present. Pledges of allegiance to the United States and Texas Flags were said by all. Mr. Daniel then provided the invocation.

Item Nine: Consider Authorizing the General Manager to Execute the Engagement Letters with the Firm of Edgin, Parkman, Fleming and Fleming, P.C. for the Following Procedures:

- a. Conduct an Audit of the Authority's Records for the Fiscal Year Ending September 30, 2024.**
- b. Conduct Agreed Upon Procedures Utilized to Prepare an Indirect Cost Accounting Plan for Calendar Year 2025.**

Mr. Heaney explained that Edgin, Parkman, Fleming and Fleming, P.C. (EPFF) is ranked highest when the Authority solicited for auditing services in April 2020. He stated that they do a good job and are recommended by management for the next audit. Following minor discussion, Mr. Sandefur made a motion to authorize the General Manager to execute the engagement letters with Edgin, Parkman, Fleming and Fleming, P.C. to conduct an audit of the Authority's records for the Fiscal Year ending September 30, 2024, and to conduct agreed upon procedures utilized to prepare an Indirect Cost Accounting Plan for Calendar Year 2025. His motion was seconded by Mr. Ward, and the motion passed unanimously by a vote of **7 For and 0 Against**.

Item Ten: Consider Authorizing the Advertisement for Requests for Qualifications for Statements of Qualifications for General Legal, Special Legal, and Financial Advisory Services, and Take Any Other Action Deemed Necessary.

Mr. Heaney stated that in accordance with 30 T.A.C. Section 292.13(4)(B), the Authority must maintain a list of at least three pre-qualified persons or firms for professional services contracts expected to exceed \$25,000. He added that the last time professional services were procured was in 2019, and it is time to update the list. Additionally, he explained that once procured and scored by Management, the list will be provided to the Board for approval.

With no discussion, Mr. Davis made a motion to authorize for the advertisement for Request for Qualifications for Statements of Qualifications for General Legal, Special Legal, and Financial Advisory Services. His motion was seconded by Mr. Sandefur, and the motion passed unanimously by a vote of **7 For and 0 Against**.

Item Eleven: Receive the Updated Annual Board of Director Training Manual, and Take Any Other Action Deemed Necessary.

Ms. Bales provided an overview of the updated Annual Board of Director Training Manual. There was no action on this item.

Item Twelve: **Receive a Recommendation from the Asset Management/Customer Service Committee and Consider Resolution #2024-003 Adopting the 2024 Asset Management Plan Update, and Take Any Other Action Deemed Necessary.**

Mr. Heaney stated that the Asset Management and Customer Service Committee met in March to review the Asset Management Plan, and presented the 2024 Asset Management Plan Update for approval.

Following minor discussion, Ms. Bradley made a motion to approve Resolution #2024-003, adopting the *2024 Asset Management Plan Update*. Her motion was seconded by Mr. Davis, and motion passed unanimously by a vote of **7 For** and **0 Against**.

Item Thirteen: **Consider Resolution #2024-004 Adopting the 2024 Water Conservation and Drought Contingency Plan, and Take Any Other Action Deemed Necessary.**

Mr. Schaffner provided an overview of the *2024 Water Conservation and Drought Contingency Plan*. He added that the Plan must be updated every five years, and the current deadline to submit it to the Texas Commission on Environmental Quality is May 1, 2024.

Following minor discussion, Mr. Ward made a motion to approve Resolution #2024-004 adopting the 2024 Water Conservation and Drought Contingency Plan. His motion was seconded by Ms. Detten, and motion passed unanimously by a vote of **7 For** and **0 Against**.

Item Fourteen: **Consider Resolution #2024-005 Authorizing the Acceptance of Funding from the Fiscal Year 2024 Federal Government Funding Package in the Amount of \$1,000,000 for the Lockett Water System, and \$476,000 for Pump Station and Tank Renovations in Hall and Motley Counties, and Pledge the Use of Utility Division Reserves in the Amount of \$295,200 for the 20% Required Match for Both Projects, and Take Any Other Action Deemed Necessary.**

Mr. Heaney stated that Congressman Ronny Jackson secured funding in the Fiscal Year 2024 Federal Government Funding Package: \$476,000 for Authority Pump Station and Tank Renovations in Hall and Motley Counties, and \$1 million for Water System Improvements for the Lockett Water System. He added that it does require a 20% match from the Authority. Mr. Heaney then provided a detailed explanation of the projects.

Following minor discussion, Mr. Sandefur made a motion to approve Resolution #2024-005 authorizing the acceptance of the funding from the Fiscal Year 2024 Federal Government Funding Package in the Amount of \$1,000,000 for the Lockett Water System and \$476,000 for Pump Station and Tank Renovations in Hall and Motley Counties, and pledged the use of Utility Division Reserves

Item Fourteen: **Consider Resolution #2024-005 Authorizing the Acceptance of Funding from the Fiscal Year 2024 Federal Government Funding Package in the Amount of \$1,000,000 for the Lockett Water System, and \$476,000 for Pump Station and Tank Renovations in Hall and Motley Counties, and Pledge the Use of Utility Division Reserves in the Amount of \$295,200 for the 20% Required Match for Both Projects, and Take Any Other Action Deemed Necessary. (continued)**

in the Amount of \$295,200 for the 20% required match for both projects. His motion was seconded by Mr. Davis, and the motion passed unanimously by a vote of **7 For** and **0 Against**.

Item Fifteen: **Consider Authorizing the Acceptance of the Donation of Resin from Dow Chemical to Produce 79,500 Feet of 6-Inch HDPE Pipe and 26,400 Feet of 4-Inch HDPE Pipe, as well as the Donation of In-Kind Labor for Production of the Pipe from Performance Pipe, a Division of Chevron Phillips Chemical Company, L.P., and Take Any Other Action Deemed Necessary.**

Mr. Heaney explained that the Authority has received from Dow Chemical assistance through material donation of resin for pipe production to replace water lines in the Lockett Water System. He stated that these lines provide treated groundwater to customers. He added that the Authority has also received assistance through in-kind labor in the production of the pipe from Performance Pipe, a Division of Chevron Phillips Chemical Company, L.P. The pipe was produced in coils and has been delivered to Lockett, Texas.

Following minor discussion, Mr. Sandefur made a motion to authorizing the acceptance of the Donation of Resin from Dow Chemical to Produce 79,500 Feet of 6-Inch HDPE Pipe and 26,400 Feet of 4-Inch HDPE Pipe, as well as the Donation of In-Kind Labor for Production of the Pipe from Performance Pipe, a Division of Chevron Phillips Chemical Company, L.P. His motion was seconded by Mr. Davis, and the motion passed unanimously by a vote of **7 For** and **0 Against**.

Item Sixteen: **Consider and Receive an Update on the Strategic Plan from the General Manager, and Take Any Other Action Deemed Necessary.**

Mr. Heaney provided a Strategic Plan update to the Board.

Item Seventeen: **Other Business as the Board May Deem Appropriate:**

a. Board Committee Reports

There were no Board Committee updates.

Item Seventeen: Other Business as the Board May Deem Appropriate:

b. General Manager's Report

Mr. Heaney provided a brief update on capital improvement projects, lead pipe load surveys, and the Environmental Services Division.

c. Assistant General Manager's Report

Mr. Schaffner provided an update on the Utility Division.

d. Executive Assistant's Report

Ms. Bales provided an administrative update.

e. Financial Report by the Controller


Ms. Hefton provided a financial update.

Item Eighteen: Comments from the Directors and/or Suggestions for Future Agenda Items.

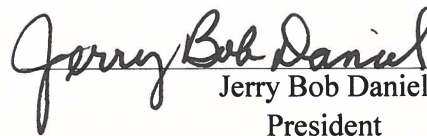
There were no comments from the Directors or suggestions for future agenda items.

Item Nineteen: Adjourn Meeting.

Ms. Detten made a motion to adjourn the meeting at 11:26 a.m. Her motion was seconded by Mr. Davis, and the motion passed unanimously by a vote of **7 For** and **0 Against**.



Mary Lou Bradley
Assistant Secretary



Jerry Bob Daniel
President



RED RIVER AUTHORITY OF TEXAS



RESOLUTION

#2024-003

STATE OF TEXAS §

COUNTY OF WICHITA §

A RESOLUTION OF THE Board of Directors of the Red River Authority of Texas authorizing the Adoption of the 2024 Asset Management Plan Update for the Red River Authority of Texas.

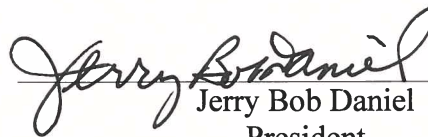
WHEREAS, the Board of Directors shall approve the plan annually as specified under Special Districts Law Code 8510.0405 (d); and

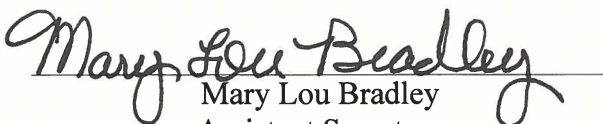
WHEREAS, The Asset Management Plan provides an in-depth assessment of the age, condition, and estimated life of all assets of the Red River Authority of Texas; and

WHEREAS, The Asset Management / Customer Service Committee has met to review and update the components of the plan and to provide a recommendation to the Authority's Board for adoption;

NOW THEREFORE BE IT RESOLVED, that the 2024 Asset Management Plan Update is hereby adopted by the Red River Authority of Texas Board of Directors.

PASSED AND APPROVED this the 17th day of April, 2024 at a regularly scheduled meeting of the Board of Directors by a vote of 7 **FOR** and 0 **AGAINST**.


Jerry Bob Daniel
President


Mary Lou Bradley
Assistant Secretary



RED RIVER AUTHORITY OF TEXAS



RESOLUTION

No. 2024-004

STATE OF TEXAS

§

COUNTY OF WICHITA

§

A RESOLUTION OF THE BOARD OF DIRECTORS adopting the amended Water Conservation and Drought Contingency Plan; establishing water conservation goals and policy including water accountability, acceptable plumbing practices, public education, and enforcement; establishing criteria and policy for initiating and termination of drought response stages, including restrictions on certain water uses, penalties for the violations of and provisions for enforcement of the restrictions, procedures for granting variances, and providing severability and effective dates.

WHEREAS, the Red River Authority of Texas (Authority) is a governmental agency and political subdivision of the State of Texas created and functioning as a conservation and reclamation district (under Article XVI, Section 59 of the Texas Constitution) pursuant to Article 8280-228 of Vernon's Annotated Texas Civil Statutes (VATCS) as amended and codified under Chapter 8510 of the Special Districts Local Law Code;

WHEREAS, the Authority provides potable water and wastewater treatment services to the general public through multiple water and wastewater systems located throughout its territorial jurisdiction; and

WHEREAS, the Authority recognizes that the amount of water available to the Authority and its customers is limited and subject to depletion, as a result of natural limitations including conditions of drought and other acts of God; and

WHEREAS, Section 11.1271 through Section 11.1272 of the Texas Water Code and applicable rules of the Texas Commission on Environmental Quality under Title 30, Chapter 288 of the Texas Administrative Code require all public water systems in Texas to prepare a Water Conservation and Drought Contingency Plan; and

WHEREAS, the Authority has maintained a Water Conservation and Drought Contingency Plan since 1988; and

WHEREAS, as authorized under law, and in the best interest of the public, the Board of Directors deems it expedient and necessary to amend the Water Conservation and Drought Contingency Plan establishing certain rules and policies for the orderly and efficient conservation and management of its limited water resources;

NOW, THEREFORE BE IT RESOLVED by the Board of Directors that:

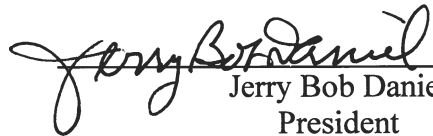
Section 1. The Authority's amended Water Conservation and Drought Contingency Plan is adopted as the official water conservation and drought contingency policy of the Authority;

Section 2. The General Manager is designated to enforce the provisions of the terms and provisions set forth in the Water Conservation and Drought Contingency Plan;


Section 3. All policies that are in conflict with the provisions of the Water Conservation and Drought Contingency Plan be, and the same are hereby, repealed; and all other policies of the Authority not in conflict with the provisions of the Water Conservation Plan and Drought Contingency Plan shall remain in full force and effect;

Section 4. This Water Conservation and Drought Contingency Plan shall be effective immediately from and after the passage of this resolution.

PASSED AND APPROVED this the 17th day of April, 2024.



Jerry Bob Daniel
President



Mary Lou Bradley
Assistant Secretary



RED RIVER AUTHORITY OF TEXAS



RESOLUTION No. 2024-005

STATE OF TEXAS §

COUNTY OF WICHITA §

A RESOLUTION OF THE Board of Directors of the Red River Authority of Texas accepting funding from the Fiscal Year 2024 Federal Government Funding Package in the amount of \$1,000,000 for the Lockett Water System and \$476,000 for Pump Station and Tank Renovations in Hall and Motley Counties.

WHEREAS, the Red River Authority of Texas is a Conservation and Reclamation District encompassing all or part of 43 Texas counties located within the Red River Watershed in Texas; and

WHEREAS, periodically the Red River Authority of Texas has an opportunity to accept funds available through public or private sources, which funds facilities and programs the Authority would otherwise be required to finance through other sources; and

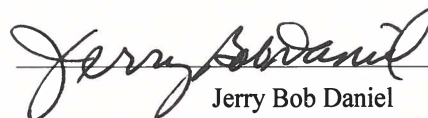
WHEREAS, acceptance of such funds also require the execution of agreements, and the Board of Directors of the Red River Authority of Texas can legally enter into a grant agreement with the Federal Government; and


WHEREAS, the United States Congress and President approved Fiscal Year 2024 funding for Congressional District 13 (Congressman Ronny Jackson) for Red River Authority of Texas water projects in the amount of \$476,000 for Pump Station and Tank Renovations in Hall and Motley Counties, and \$1 million Water System Improvements in Vernon through state revolving fund grants;

NOW THEREFORE BE IT RESOLVED, by the Board of Directors as follows:

- A. The Board of Directors accepts the funds from the United States Federal Government.
- B. The Board of Directors authorizes the required 20% match, and pledges the use of Utility Division reserves in the amount of \$295,200 for both projects.
- C. The Board of Directors authorizes the General Manager to contract with the United States Federal Government and other actions necessary to implement the grant.

PASSED AND APPROVED this the 17th day of April 2024 at a regular meeting of the Board of Directors by a vote of 7 FOR and 0 AGAINST.


Jerry Bob Daniel
President


Mary Lou Bradley
Assistant Secretary

